

1st Council Regular Meeting
Monday, February 5, 2024 6:30 PM

City Hall
704 6th Street
St. Paul, NE 68873

Agenda

1. Mayor Mike Feeken calls City Council meeting to order, with the "Pledge of Allegiance" and the "Open Meeting Statement" as required by NE State Statutes 84-1407 through 84-1414; Mayor Feeken also states that the City Council may vote to go into Closed Session on any agenda item as allowed by NE State Statute 84-1410.
2. Submittal of Request for Future Agenda Items
3. Reserve time to Speak on an Agenda Item
4. **(RAISE RIGHT HAND FOR OATH OF OFFICE) Oath of Office regarding Brian Victor Sack as the new Council member to fill the vacancy in the City of St. Paul Council. Council member Sack's term will be fulfilled on December 2, 2024.**
5. Mayor Feeken requested nominations regarding the City of St. Paul Council President:
 - a. Mayor Feeken ceases the nominations for Council President.
 - b. Approve City Council President.
6. On December 4, 2023, Council member Kowalski was appointed as the Loup Central Landfill representative and Councilmember Peters was appointed as alternate representative.

Discuss - Approve / Deny Resolution 2023-12 naming a City Council member as the Loup Central Landfill representative, along with naming an alternate representative when the Loup Central Landfill representative cannot attend the meeting.
7. Discussion pertaining to the re-utilization of the American Rescue Plan Act (ARPA) funds in the amount of \$257,569 (Brian Friedrichsen - Olsson) - **Possible Action.**

When finalizing the Wastewater Treatment Facility (WWTF) project numbers, Brian Friedrichsen (Olsson) realized that he had incorporated the American Rescue Plan Act (ARPA) dollars (\$257,269); this was to offset the loan amount when the City increased the total loan agreement amount with the NE Dept. of Environment & Energy (NDEE) State Revolving Loan Fund (SRF).
8. Discuss - Approve / Deny Olsson letter of "Completion of the Wastewater Treatment Facility (WWTF) 2021" project.

Warranty items have been completed by HOA Solutions Inc.; the warranty item pertained to screens that help relay information back to the Water Treatment Plant. The screens were not showing the correct values, dates, etc. HOA Solutions Inc. was on site the week of January 22 - 26, 2024 to correct the problem.

Sewer Operator Trae Anderson stated that a new power supply was ordered for the UV building control panel. The alarms for the grinder and auger need to be repaired, along with the lift station run times not being correct; they need repair.
9. Discuss - Approve / Deny Olsson Change Order No. 4 (Final) regarding Engineer's Project #020-2586 to the increased amount of \$2,986. This involves American Fence providing and installing an additional 70 linear feet of six feet (6') tall galvanized chain link fence at the sewer lift station.

10. Discuss - Approve / Deny Rutjens Construction Inc. final Pay Request #13 regarding St. Paul Wastewater Treatment Facility (WWTF) Project #020-2586 in the amount of \$528,093.27. The American Rescue Plan Act (ARPA) will absorb \$257,569 and the remaining will be absorbed by the Checking (sewer) account #100027 in the amount of \$270,524.27.
The pay request covers the final Wastewater Treatment Facility (WWTF) site work; it consists of fencing; north cell decommissioning and final scada work. The percentage of loan expended to date is 99%.
11. Discuss - Approve / Deny the City purchasing a Phase Contrast Microscope and HDMI Camera for the Wastewater Treatment Facility (WWTF) in the amount of \$4,980. Although the microscope the staff possesses currently will take care of a good portion of the items needed, it is not quite enough to see the smaller items that can cause a plant to have unexpected results. It is believed that this was a factor in the issues that the plant is working through currently. Per Olsson, the City would need to pay \$1,600 out of pocket.
12. Discuss - Approve / Deny Consent Agenda Items:
 - (1) Council Minutes regarding January 16, 2024 (regular);
 - (2) Disbursements February 5, 2024; and (3) Mayor Feeken appoints Parker Klingensmith to the Housing Authority Board of Commissioners to complete Mike Feeken's term of office until November 30, 2025. Mr. Feeken has served since December 2016.
13. The St. Paul Civic Center (423 Howard Avenue) north door required repairs to the automatic door opener. Island Glass Co., Grand Island, NE invoiced the Civic Center for the amount of \$2,853 regarding the repairs.
Discuss - Approve / Deny disbursing from which City account?
14. Discuss / Review the State of Nebraska "Lease Agreement Addendum #8" pertaining to the NE State Patrol building rent amount and term of lease (Possible Action). Currently, the City is receiving \$250 monthly for rent; this is on a two (2) year lease. The lease agreement will term on Thursday, February 29, 2024.
15. Discuss - Approve / Deny removing Joel M. Bergman (previous Mayor) from the three (3) St. Paul Financial Institution's (Homestead Bank; Citizens Bank & Trust; and Heritage Bank) signature cards, along with removing Joel M. Bergman from the NE CLASS and NPAIT Investment signature cards. The new Mayor (Mike Feeken) and the new Council President will be added to all signature cards. Connie Jo Beck, City Clerk/Deputy Treasurer; Laura Berthelsen, Deputy Clerk; and Sally Einspahr, City Treasurer, Liana Wroblewski, Utilities Clerk, and Kristie Fousek, Payroll Clerk will be added to the accounts as depicted in the St. Paul Financial Institution, NPAIT and NE Class letters that will be signed by Mayor Feeken.
16. Discuss - Approve / Deny hiring a custodial service, along with cost to clean the City Offices and the Police Dept. offices. It will take approximately eight (8) hours biweekly to clean.
17. A position in the City of St. Paul Sewer and Wastewater Treatment Superintendent was open to the City's current employees. The job opening was posted for a period of ten (10) working days, during which time all employees were permitted to apply for the position. Applications were accepted until Friday, January 19, 2024, at 5:00 p.m. The

vacancy position was posted at the City Office; the Wastewater Treatment Facility; the Water Treatment Facility; the City Park Shop and the North Electrical Yards.
Discuss - Approve / Deny hiring a City "Sewer and Wastewater Treatment Superintendent" to oversee the Wastewater Treatment Facility, along with approving the hourly wage (effective immediately?).

18. Discuss - Approve / Deny replacing St. Paul Police Dept. "evidence door"; this is due to the overheating of the room (Chief of Police Howard);
 - a. Disbursement from which account?
19. **NUISANCE UPDATES FIRST COUNCIL MEETING OF MONTH: POLICE CHIEF DAN HOWARD**
Discuss - City of St. Paul nuisance updates (possible action).
20. Discuss - Approve / Deny the Howard County utilizing the City of St. Paul's North Recycling Center for a "tire disposal" day on Saturday, April 6, 2024;
 - a. Approve one (1) City employee and one (1) City pay-loader for the event.
21. St. Paul Council to discuss and review the City Municipal Code book, Chapter One (1), Articles Six (6) and Seven (7) - (possible action).
22. Utilities Superintendent Helzer updates
23. Chief of Police Howard updates:
 - (1) St. Paul Police Department's main computer mother board has failed; still under warranty through Dell. Doug Cramer (Hamilton Information Systems) will pick up and ship to DELL;
 - (2) Police Officer Matthew Sample will begin work (from injury) on Monday, January 29, 2024, on light desk duty only;
24. Mayor Feeken updates:
 - (1) Loren Studley contacted City Clerk Beck stating that the Grover Cleveland Alexander Baseball sign had been placed on hold; Mr. Studley will contact the City when there are changes;
 - (2) City Clerk Connie Jo Beck submitted the CyberSecurity Grant on Monday, January 29, 2024, at 2:40 p.m. with the assistance of Eli Hunter with Hamilton Telecommunications;
 - (3) City of St. Paul's ACE Member Distribution for 2023 is in the amount of \$4,434;
25. Public Announcements
26. Closed Session: Pending Litigation; Strategy Session with respect to real estate purchase; and prevent needless injury to the reputation of an individual
27. Mayor Feeken adjourns City Council meeting
28. Informational Items:
 - (1) List of Receipts regarding December 2023;
 - (2) Sales Tax Proceeds;
 - (3) Information attached RE: EPIC (Elimination of Property Tax, Income and Corporate Tax);
29. **This agenda, including supporting documentation, is available for public viewing during normal business hours at the City Office, 704 6th Street, St. Paul, Nebraska.**

The City of St. Paul abides by the Nebraska Open Meetings Act in conducting business. A copy of the Nebraska Open Meetings Act is on display in the meeting room as required by Nebraska State Law.

The Mayor and City Council reserve the right to enter into an Executive Session at any time during the meeting, in accordance with the Nebraska Open Meetings Act, even though the closed session may not be indicated on the Agenda.

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Anyone wishing to speak may be limited to three (3) to five (5) minutes per person. Please utilize the podium and clearly state your name and address for the record and the agenda topic you wish to speak upon in a professional manner.

AGENDA ITEM REQUEST FORM

Anyone wishing to offer comments or concerns about city matters, or who wants to have an item placed on the City Council agenda must complete this form. The completed form must be submitted to the City Clerk, City of St. Paul, 704 6th Street, St. Paul, NE 68873 no later than Noon on the Wednesday prior to the City Council meeting. If the Wednesday prior to the City Council meeting is a holiday, the deadline is noon on the previous day. The City Council generally meets at 7:00 p.m. on the 1st and 3rd Monday of each month.

City Council Meeting Date: _____

Requested Agenda Item: _____

Please state your comment or concern (please be specific, providing documentation if available):

What action do you want the City Council to take? _____

Will this project/item require City funding? YES ____ NO ____ **If so, how much?** _____

Name (please print): _____

Name (signature): _____

Address: _____

Phone Number: _____

.....
For City Official Use Only

___ Added to City Council Agenda. Date of City Council meeting: _____

___ Referred to City Council Committee for Recommendation

City Council Action Taken: _____

City Funds Authorized: _____

**City of St. Paul
704 6th Street
St. Paul, Nebraska 68873
(308)754-4483**

REQUEST FOR OPEN PUBLIC RECORDS

RECORD REQUEST INFORMATION (To be completed by Requestor – Please Print)

Full Name: _____ (Phone) _____

Address: _____ (Street) _____ (City) _____ (State) _____ (Zip)

I hereby acknowledge that I am aware that under the terms of Neb. Rev. Stat. §84-712, I am authorized to examine public records not withheld from me under the terms of Neb. Rev. Stat. §84-712.04 or other appropriate statutes, and that I may make memoranda and abstracts therefrom during the hours the offices are normally open to the public.

I hereby declare that I do not intend to and will not:

- a. Use any list of names or addresses contained in or derived from the records or information for the purpose of selling or offering for sale any property or service to any person listed or to any person who resides at any address listed; or
- b. Sell, give, or otherwise make available to any person any list of names or addresses contained in or derived from the records or information for the purpose of allowing that person to sell or offer for sale any property or service to any person who resides at any address listed.

I hereby request a copy of the following public records:

Requestor Signature _____ Date _____ Email/Fax Number _____

(Most records will be provided within four (4) full business days from the date of request.)

For Administrative Records

The request for the above-named document(s) was granted and/or allowed to be examined.

Signed _____ Date _____

This request was denied, and the requesting party was issued a letter of denial in accordance with the provisions of Neb. Rev. Stat. §84-712.04.

Signed _____ Date _____

YOUR COPY OF THIS FORM SHALL SERVE AS YOUR RECEIPT

If you have any questions about your record request, please contact the City Clerk's Office at (308) 233-3216.

**City of St. Paul
Citizen Complaint Form**

Name of person making complaint _____
Residential address _____
Postal address _____
Phone Number _____ Email address _____

Complaint Details

Date of Incident _____ Time _____
Location of Incident _____
Who/what is the subject of your complaint? _____
DETAILED summary of your complaint _____

Witness Details (If applicable)

Name of witness(es) _____
Address _____

Phone Number of witness _____

Complaint Outcome

How would you like this issue resolved? _____

Signature of Complainant

Action taken by City

CITY OF SAINT PAUL
COUNCIL MEMBER
SAINT PAUL, NEBRASKA

OATH OF OFFICE

I, **BRIAN VICTOR SACK**, DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE CONSTITUTION OF THE STATE OF NEBRASKA, AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC;

THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME;

THAT I TAKE THIS OBLIGATION FREELY, WITHOUT ANY MENTAL RESERVATION OR FOR THE PURPOSE OF EVASION;

THAT I WILL FAITHFULLY AND IMPARTIALLY PERFORM THE DUTIES OF THE OFFICE OF CITY COUNCIL MEMBER OF THE CITY OF SAINT PAUL, NEBRASKA ACCORDING TO LAW, TO THE BEST OF MY ABILITY;

AND I DO FURTHER SWEAR THAT I DO NOT ADVOCATE, NOR AM I A MEMBER OF ANY POLITICAL PARTY OR ORGANIZATION THAT ADVOCATES THE OVERTHROW OF THE GOVERNMENT OF THE UNITED STATES OR OF THE STATE OF NEBRASKA BY FORCE OR VIOLENCE ;

AND THAT DURING SUCH TIME AS I AM IN THIS POSITION, I WILL NOT ADVOCATE NOR BECOME A MEMBER OF ANY POLITICAL PARTY OR ORGANIZATION THAT ADVOCATES THE OVERTHROW OF THE GOVERNMENT OF THE UNITED STATES OR OF THE STATE OF NEBRASKA BY FORCE OR VIOLENCE – SO HELP ME GOD.

BRIAN VICTOR SACK, COUNCIL MEMBER

State of Nebraska)
) ss.
County of Howard)

Subscribed in my presence and sworn to before me this 5th day of February, 2024.

Notary Public

Article 1. Elected Officials

§ 1-101 CITY MAYOR; SELECTION AND DUTIES.

The Mayor of the Municipality shall have the general, and immediate control over all property, and officials, whether elected, or appointed, of the Municipality. He shall preside at all meetings of the City Council, and may vote when his vote shall be decisive and the Council is equally divided on any pending matter, legislation, or transaction and the Mayor shall, for the purpose of such vote, be deemed to be a member of the Council. His signature must appear on the Municipal Clerk's minutes of all meetings, and he must sign all resolutions which have been passed, and warrants for the payment of money when ordered by the City Council; Provided, any ordinance vetoed by the Mayor may be passed over his veto by a two-thirds (2/3) vote by the members of the City Council, but if the Mayor neglects or refuses to sign any ordinance, and returns it to the Council with his objections in writing at the next regular Council meeting, the same shall become a law without his signature. He shall from time to time communicate to the Council such information and recommendations as, in his opinion, may improve the Municipality. He may require at reasonable intervals any Municipal official to exhibit his accounts and make reports to the Council on any subject pertaining to his office. He shall have the power to remit fines or pardon any offense arising under the ordinances of the Municipality. He may remove at any time an appointed police officer of the Municipality. His territorial authority shall extend over all places within five (5) miles of the corporate limits of the Municipality for the enforcement of any health ordinance, and one half (½) mile in all matters vested in him except taxation. He shall also have such other duties as the City Council may by resolution confer upon him, or in any other matters which the laws of the State of Nebraska repose in him. He shall be elected at the Municipal Election, and shall serve a four (4) year term of office. Any candidate for Mayor must have resided within the Municipality for forty (40) days prior to filing for the said office and must in addition be a qualified taxpayer. (Ref. 17-110 thru 17-117 RS Neb.)

§ 1-102 CITY COUNCIL; ACTING PRESIDENT.

The City Council shall elect one (1) of its own body each year who shall be styled the President of the Council, and who shall preside at all meetings of the City Council in the absence of the Mayor. In the absence of the Mayor, and the President of the Council, the City Council shall elect one (1) of its own body to occupy his place temporarily, who shall be styled Acting President of the Council. Both the President of the Council and the Acting President of the Council, when occupying the position of the Mayor, shall have the same privileges as the other members of the City Council, and all acts of the President of the Council, or Acting President of the Council, while so acting, shall be as binding upon the City Council, and upon the Municipality as if done by the elected Mayor. (Ref. 17-148 RS Neb.)

§ 1-103 CITY COUNCIL; SELECTION AND DUTIES.

The members of the City Council shall be elected and serve for a four (4) year term. The City Council shall be the legislative division of the Municipal Government, and shall perform such duties, and have such powers as may be authorized by law. The City Council shall maintain the peace, regulate business, protect the public health and safety, and assess such taxes and fees as are necessary and appropriate in the exercise of these functions. (Ref. 17-103, 17-104 RS Neb.)

§ 1-104 CITY COUNCIL; ORGANIZATION.

City Councilmembers of this Municipality shall take office, and commence their duties on the first regular meeting in December following their election. The newly elected Councilmembers who have qualified as prescribed by law, together with the members of the City Council holding over, shall assemble in a regular meeting at the hour and place hereinafter prescribed and perfect the reorganization of the City Council as herein provided, and all appointive offices in which the terms of incumbents are expired shall be filled by appointment. After the said meeting has been called to order, the Municipal Clerk shall report to the City Council the names of all City Councilmembers-elect who have qualified for their respective offices, and this report shall be spread upon the minutes of the meeting preceding the roll call. Each ward of the Municipality shall be represented by at least two (2) Councilmembers. No person shall be eligible who is not at the time of his election an actual resident of

17-148. City council; president; acting president; powers.

In each city of the second class, the city council shall elect one of its own body who shall be styled the president of the city council and who shall preside at all meetings of the city council in the absence of the mayor. In the absence of the president, the city council shall elect one of its own body to occupy his or her place temporarily, who shall be styled acting president of the city council. The president, and acting president, when occupying the place of the mayor, shall have the same privileges as other members of the city council; and all acts of the president or acting president, while so acting, shall be as binding upon the city council and upon the city as if done by the mayor.

Source: Laws 1879, § 39, X, p. 201; Laws 1881, c. 24, § 1, p. 198; R.S.1913, § 5042; C.S.1922, § 4211; C.S.1929, § 17-150; R.S.1943, § 17-148; Laws 2017, LB133, § 39.

RESOLUTION NO. 2023-12

BE IT RESOLVED as follows by the Mayor/Chairman and City Council/Village/Board/Commissioners of the City/Village/County of Saint Paul, Nebraska.

WHEREAS, the City/Village/County of Saint Paul has previously entered into an Agreement for the formation of the Interlocal Agreement of the Loup Central Landfill Association, and

WHEREAS, this Agreement provides that the City/Village/County of Saint Paul shall be represented on the Association for a term of 2 years, and further, said Agreement provides that the City/Village/County of Saint Paul, is to appoint a representative, and that representative shall be Katie Kowalski, and further said Agreement provides that the City/Village/County of Saint Paul, is to appoint an alternate representative and that representative shall be, Bill Peters, should the official representative be unable to attend a meeting or meetings.

BY ORDER OF THE MAYOR/CHAIRMAN AND COUNCIL/BOARD OF THE CITY/VILLAGE/COUNTY OF Saint Paul, NEBRASKA this 5th day of February, 2024.

ATTEST: CITY/VILLAGE/COUNTY OF Saint Paul, Nebraska

BY: _____
CLERK/Deputy Treasurer MAYOR/CHAIRMAN
Connie Jo Beck Mike Feeken

The foregoing resolution was presented and after discussion, it was moved by

_____ and seconded by _____ that said resolution be adopted, and upon roll call vote, the City/Village/County voted as follows:

AYES: _____ NAYS: _____

ABSENT: _____

The Mayor/Chairman then declared said motion duly carried and said Resolution adopted this 5th day of February, 2024.

Representative's Name: Katie Kowalski
Mailing Address: 108 Indian Street
City, State, Zip: Saint Paul, NE 68873
Email: kkowalski@cityofstpaulne.org
Phone: (308)750-0665

RESOLUTION NO. 2022-24

BE IT RESOLVED as follows by the Mayor/Chairman and City Council/Village/Board/Commissioners of the City/Village/County of Saint Paul, Nebraska.

WHEREAS, the City/Village/County of Saint Paul, Nebraska has previously entered into an Agreement for the formation of the Interlocal Agreement of the Loup Central Landfill Association, and

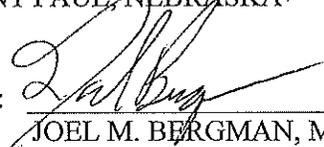
WHEREAS, this Agreement provides that the City/Village/County of Saint Paul, Nebraska shall be represented on the Association for a term of 2 years, and further, said Agreement provides that the City/Village/County of Saint Paul, Nebraska, is to appoint a representative, and that representative shall be Katie Kowalski, and further said Agreement provides that the City/Village/County of Saint Paul, Nebraska, is to appoint an alternate representative and that representative shall be, Bill Peters, should the official representative be unable to attend a meeting or meetings.

BY ORDER OF THE MAYOR/CHAIRMAN AND COUNCIL/BOARD OF THE CITY/VILLAGE/COUNTY OF SAINT PAUL, NEBRASKA this 5TH day of DECEMBER, 2022.

ATTEST:

CITY/VILLAGE/COUNTY OF SAINT PAUL, NEBRASKA.


CONNIE JO BECK, CITY CLERK

BY: 
JOEL M. BERGMAN, MAYOR

The foregoing resolution was presented and after discussion, it was moved by Kowalski and seconded by Feeken that said resolution be adopted, and upon roll call vote, the City/Village/County voted as follows:

AYES: Kowalski, Schmid, Feeken and Peters NAYS: None

ABSENT: None

The Mayor then declared said motion duly carried and said Resolution adopted this 5TH day of December 2022.

Representative's Name: Katie Kowalski
Mailing Address: 1119 Farnum Street
City, State, Zip: St. Paul, NE 68873
Email: kkowalski@cityofstpaulne.org
Phone: (308)750-0665

Minutes Dec. 4, 2023

additional cost. The "Hold Harmless Agreement" has been reviewed and approved by City Attorney White. Council member Peters seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0.

Chief of Police Howard provided an overview and documentation of Police Officer procedures as defined by the Municipal Code and Nebraska State Statute on dangerous animals to the Mayor and Council.

FORMAL APPROVAL OBLIGATING AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

After a brief discussion ensued concerning the obligation of American Rescue Plan Act (ARPA) funds, Council member Schmid moved to approve obligating the remaining ARPA funds for the Middle Loup Subdivision sewer and water project. Electrical work cannot be utilized by the funds; it is not a qualifying purpose through ARPA. The ARPA funds must be obligated by December 31, 2024, and be expended by December 31, 2026. Council member Feeken seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0.

Utilities Superintendent Helzer updates: (1) Disposal of obsolete City property; (2) Middle Loup Subdivision (due to the shifting of the lot lines off of Adams Street, Olsson recommended vacating the entire subdivision and starting over; (3) St. Paul Development Corp (SPDC) will have a meeting on Thursday, December 14, 2023 at 7:00 a.m. regarding the Middle Loup Subdivision; and (4) the Wastewater Treatment Facility (WWTF) sewer blower had complications on Saturday, December 2, 2023.

Chief of Police Howard updates: Police Officer Mathew Sample completed his NE Law Enforcement Training Academy physical tasks; Officer Sample will graduate on December 15, 2023.

Mayor Bergman stated that the St. Paul Christmas Parade was a success.

Mayor Bergman adjourned the City Council meeting at 7:48 p.m.

Date

Joel M. Bergman, Mayor

Connie Jo Beck, City Clerk/Deputy Treasurer

1st Council Regular Meeting

Monday, December 4, 2023 6:30 PM

City Hall
704 6th Street
St. Paul, NE 68873

Agenda

1. MONDAY, DECEMBER 4, 2023 (6:30 P.M.) CITY HALL REORGANIZATIONAL MEETING

2. Mayor Bergman calls City Council meeting to order, with the "Pledge of Allegiance" and the "Open Meeting Statement" as required by NE State Statutes 84-1407 through 84-1414; Mayor Bergman also states that the City Council may vote to go into Closed Session on any agenda item as allowed by NE State Statute 84-1410.

3. Submittal of Request for Future Agenda Items

4. Reserve time to Speak on an Agenda Item

5. Mayor Joel M. Bergman voices his 2023-2024 City of St. Paul Appointments. Discuss - Approve retaining Council member Feeken as Council President per Mayor Bergman.

a. Approval of Mayor Bergman's 2023-2024 City Appointments.

6. Discuss - Approve / Deny Howard County Medical Center utilizing the United States Dept. of Agriculture (USDA) "Rural Economic Development Loan Grant" (REDLG) program through an Intermediary Sponsorship. The Howard County Medical Center is requesting \$300,000 regarding a Behavioral Health Area remodel.

7. Discuss - Approve / Deny Howard County Medical Center paving the south half of "M" Street between Sheridan Street and Jackson Street. Howard County Medical Center will absorb the cost of the paving.

8. Discuss - Approve / Deny Jubilee Events & Catering Inc. (Melanie Boden - 1528 L. Street, Ord, NE) Special Designated Liquor (SDL) application regarding a Howard County Medical Center 2024 Gala. The event will be held at the St. Paul Civic Center (423 Howard Avenue) on Saturday, February 10, 2023, from 5:00 p.m. to 11:30 p.m.

9. SECOND (2ND) NOTICE OF HEARING TO BE DETERMINED EXISTENCE OF PUBLIC NUISANCE AND TO ABATE IN WHOLE OR IN PART. THE COUNCIL MEMBERS SHALL HEAR TESTIMONY OF ALL COMPETENT PERSONS DESIRING TO TESTIFY RESPECTING THE CONDITION CONSTITUTING THE NUISANCE.

Open Nuisance hearing regarding 304 8th Street, more legally described as Lots Five (5) and Six (6), Block 103, Original Town, St. Paul, Nebraska. The alleged violations consist of the following: An old unlicensed car in the driveway, loose branches and large tree branch, hedge needs to be trimmed, all trees in the garden area need to be trimmed and weeds around all areas of the garage, tall weeds northeast of the house, junk lumber, and tree pieces between the garage and house.

Close Nuisance Hearing.

Discuss - Approve / Deny Resolution 2023-10, determining that the following property constitutes a public nuisance and that the Council members granted ____ days from the date of the "Notice" to abate said nuisance. Failure to abate nuisance shall result in the nuisance being abated by the City of St. Paul and the cost of abatement shall be assessed upon the premises and constitute a lien upon the premise until paid.

10. Discuss - Approve / Deny Resolution 2023-11; whereas by the State of Nebraska Statutes, Section 39-2302, and 39-2511 through 39-2515 details the requirements that must be met in order for a municipality to qualify for an annual Incentive Payment; and whereas the State Dept. of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31st of each year) the appointment of the City Street Superintendent to the NDOT using the "Year End Certification of City Street Superintendent" form (attach meeting minutes to paperwork, along with the 2023–2024 Appointments).

11. Discuss - Approve / Deny Mayor Bergman signing the "Year End Certification of City Street Superintendent" for determining Incentive Payment from January 1, 2023, to December 31, 2023. Jeff Palik will be the City of St. Paul's City Street Superintendent, License No. S-1269, Class A.

12. Discuss - Approve / Deny Consent Agenda Items:
(1) Council minutes regarding October 20, 2023 (regular);
(2) Zoning permits November 27, 2023; and
(3) Disbursements December 4, 2023.

13. Discuss - Approve / Deny Meter Based Surge Protection Device for municipal customers, along with the "Hold Harmless Agreement" pertaining to the installation and/or operations of surge protection devices. The device will stop surges right at the electric meter, before it can enter the home or business; it comes with a 15-year warranty. The "Hold Harmless Agreement" has been reviewed and approved by City Attorney White.

14. Discuss Municipal Code regarding dog attacks (see attached Municipal Code) Possible Action.

15. FORMAL APPROVAL OBLIGATING AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

Discuss - Approve / Deny the OBLIGATION of American Rescue Plan Act (ARPA) funds. The ARPA funds must be OBLIGATED by December 31, 2023, and be EXPENDED by December 31, 2026.

16. Utilities Superintendent Helzer updates:
(1) Obsolete City Property;
(2) ARPA will not support electrical work; not a qualification;
(3) Middle Loup Subdivision (Vacate the Entire Subdivision, due to the shifting of lot lines off of Adams Street (this is an extension of Adams Street);

17. Chief of Police Howard updates:

18. Mayor Bergman updates

19. Public Announcements

20. Closed Session: Pending Litigation; Strategy Session with respect to real estate purchase; and prevent needless injury to the reputation of an individual

21. Mayor Bergman adjourns City Council meeting

22. Informational Items:

(1) Library Board minutes RE: November 15, 2023;

23. This agenda, including supporting documentation, is available for public viewing during normal business hours at the City Office, 704 6th Street, St. Paul, Nebraska.

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February 5, 2024

City of St. Paul
Attn: Mike Feeken
704 6th Street
St. Paul, NE 68873

RE: Waste Water Treatment Plant Improvements – St. Paul, Nebraska - 2021

Mr. Feeken,

This letter is to inform you that Rutjens Construction has completed the above referenced project. A final walkthrough was completed by Olsson staff and City of St. Paul staff. All testing has been completed per the project specifications. The final pay request and change order for Rutjens Construction has been submitted. Record drawings will be submitted to the city in the near future. We are aware that there are a few items throughout the plant that are being adjusted and these items are documented and will be treated as warranty work.

If there are any questions or comments or if you are needing any additional information, please feel free to contact by phone (308-398-2649) or email (bfriedrichsen@olsson.com).

Sincerely,

A handwritten signature in black ink that reads "Brian Friedrichsen". The signature is written in a cursive style with a large, stylized initial "B".

Brian Friedrichsen, PE

F:\2020\2501-3000\020-2586\60-Construction\07-Closeout\Final Completion Certificates\Project Final Completion Letter.docx

Connie Beck

- Warranty -

From: Brian Friedrichsen <bfriedrichsen@olsson.com>
Sent: Friday, January 26, 2024 10:26 AM
To: Connie Beck
Cc: Trae Anderson
Subject: RE: St. Paul WWTP Improvements - Final Change Order and Pay Request

Absolutely. The main portions are the HOA screens that help relay the information back to the water plant. These screens are not quite showing the correct values, dates, etc. Luckily, I believe Matt told me that HOA was onsite this week working on them. Unless Trae has anything else that I am not thinking of and HOA got their items fixed. We should have those warranty items taken care of before your meeting.

Trae – Let me know if I missed anything.

Thanks,

From: Connie Beck <cjbeck@cityofstpaulne.org>
Sent: Friday, January 26, 2024 10:16 AM
To: Brian Friedrichsen <bfriedrichsen@olsson.com>
Cc: Trae Anderson <tanderson@cityofstpaulne.org>
Subject: RE: St. Paul WWTP Improvements - Final Change Order and Pay Request
Importance: High

This Message Is From an External Sender

This message came from outside your organization. Please take care when clicking links or opening attachments. When in doubt, use the Report Phish button or contact IT to have the message analyzed.

Brian, in the "Completion Letter" is states there are items of warranty; can you clarify what those items are for Mayor and Council knowledge RE: Council meeting on Monday, February 5, 2024? Thanks.

Con Jo

From: Brian Friedrichsen <bfriedrichsen@olsson.com>
Sent: Tuesday, January 23, 2024 3:02 PM
To: Connie Beck <cjbeck@cityofstpaulne.org>; Matt Helzer <mhelzer@cityofstpaulne.org>
Subject: St. Paul WWTP Improvements - Final Change Order and Pay Request

Connie/Matt,

Attached please find a list of items to be on the February 5th council meeting agenda. The first is the Olsson final completion letter for the project. It does note that there are a few items throughout the plant we are tweaking to dial in but this would fall under a warranty item and should not delay final payment.

The next is change order #4 (Final) for the project. This change order is to increase the Rutjens contract due to switching out the chain link swing gates for roller gates. This change allows better access for the staff. Please note that even with this change order increase, the overall project still came in under budget.

Next please find the final pay request for Rutjens. This pay request cover the final site work, fencing, north cell decommissioning, and final SCADA work.

The next item we will need to discuss with the council is the remaining ARPA funds that was previously discussed/approved to be used for the Middle Loup Subdivision. After looking back at my notes and finalizing the project dollars, it came to my attention that when we increased the total loan agreement amount with SRF, we incorporated using the last bit of the ARPA dollars to help offset the loan amount (approx. \$258,000). So we will need to discuss this again with the council to see if they want the remaining balance beyond the SRF loan to come from reserves or use the ARPA funds.

If the council moves to use the ARPA funds for the treatment plant project, the attached SRF spreadsheet is what you will use to fill out the official copy to be submitted to NDEE. This will not be the final reimbursement request from NDEE. Even though Rutjens contract will be completed, Olsson is still working on finalizing record drawings and O&M manuals for the City. These costs are still within the original Olsson agreement.

The next topic that we would like to discuss is the purchase of a Phase Contrast Microscope and HDMI Camera for the plant staff to use. Although the microscope that the staff has now will take care of a good portion of the items they need, it is not quite enough to see the smaller items that can cause the plant to become upset. We believe that this was a factor in the issues we are working through now at the plant. The views that the staff were seeing in the microscope on site looked great but after having problems with plant operations, a water sample was sent in, and the microscope mentioned above is what picked up the small items that were causing issues. This is not a cheap setup and to order the setup, have it delivered, and installed will cost \$4,980.00. After looking at where the final project numbers will come in at (Rutjens/Olsson contracts, equipment purchases, using ARPA funds), there looks to be \$3,372.00 left over that can be used to purchase equipment. If used to help purchase the microscope, the city would be looking to pay just over \$1,600 out of pocket. Matt and I would like to discuss which direction the council would like to go with. I have attached the email that was sent to use from the supplier on the cost for the microscope.

I think I got everything covered. If you are needing any additional information, please let me know. Otherwise I will see you on the 5th.

Thanks,

Brian J. Friedrichsen, PE

Project Engineer / Civil

D 308.398.2946

C 308.750.4326

201 E. Second Street

Grand Island, NE 68801

O 308.384.8750



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CHANGE ORDER



No. 4
Final

Date of Issuance: January 16, 2024 Effective Date: January 16, 2024

Project: <u>Waste Water Treatment Plant Improvements, St. Paul, Nebraska - 2021</u>	Owner: <u>City of St. Paul</u>	Owner's Contract No.:
Contract:		Date of Contract: <u>January 1, 2022</u>
Contractor: <u>Rutjens Construction Inc.</u>		Engineer's Project No.: <u>020-2586</u>

The Contract Documents are modified as follows upon execution of this Change Order:

Description: Change order item – Change in Gate L.S. 1@\$2,986.00

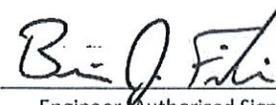
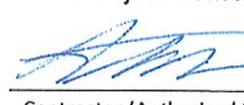
Attachments: (List documents supporting change): See attached invoice from American Fence Company.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: <u>\$ 5,516,845.00</u>	Original Contract Times: Substantial Completion (days or date): <u>May 1, 2023</u> Ready for Final Payment (days or date): <u>December 1, 2023</u>
Decrease from previously approved Change Orders No. <u>1</u> to No. <u>3</u> : <u>\$ (5,187.63)</u>	Increase from previously approved Change Orders No. <u>1</u> to No. <u>3</u> : Substantial Completion (days or date): <u>September 11, 2023</u> Ready for Final Payment (days or date): <u>September 9, 2024</u>
Contract Price prior to this Change Order: <u>\$ 5,511,657.37</u>	Contract Times prior to this Change Order: Substantial Completion (days or date): <u>September 11, 2023</u> Ready for Final Payment (days or date): <u>September 9, 2024</u>
Increase of this Change Order: <u>\$ 2,986.00</u>	(Increase) (Decrease) of this Change Order: Substantial Completion (days or date): <u>N/A</u> Ready for Final Payment (days or date): <u>N/A</u>
Contract Price incorporating this Change Order: <u>\$ 5,514,643.37</u>	Contract Times with all approved Change Orders: Substantial Completion (days or date): <u>September 11, 2023</u> Ready for Final Payment (days or date): <u>September 9, 2024</u>

RECOMMENDED: Olsson

ACCEPTED: City of St. Paul, Nebraska

ACCEPTED: Rutjens Construction

By: <u></u> Engineer (Authorized Signature)	By: _____ Owner (Authorized Signature)	By: <u></u> Contractor (Authorized Signature)
Title: <u>Project Engineer</u>	Title: _____	Title: <u>V. PRESIDENT</u>
Date: <u>1/16/2024</u>	Date: _____	Date: <u>1/16/24</u>

Approved by Funding Agency (if applicable):

By: _____ Title: _____ Date: _____

AMERICAN FENCE COMPANY

Omaha • Lincoln • Grand Island • Sioux City • Des Moines • Cedar Rapids • Sioux Falls • Rochester
AmeriFence Corporation – Kansas City • AmeriFence Corporation – Madison • American Security & Gate Company - Fargo



FENCING & GATE PROPOSAL

Date: 11-1-2023	SHEET 1 of 2
Attn: Estimator	
Project: WWTP Improvements – St. Paul, NE	
Scope: CHAIN LINK FENCES <i>Note: This scope of work is specific and limited to the following:</i>	
Addendum Received: 1, 2, 3	
Specifications Section: 028310	Plan Sheets: C-101, C-102, C-103, C-122, C-123

Project Scope Information (This must be included in full on all contracts)

CHANGE ORDER

1. Provide and install an additional 70 LF of 6' tall galvanized chain link fence at Lift Station.

NOTES:

- All materials to meet AIS requirement
- Davis Bacon wages recognized
- No tax included
- Permit by GC if required

If not listed herein, it is not included. Advise, prior to acceptance of required additional items.

Project Specific Notes:

1. A purchase order initiates your project engineering process and holds your material pricing for 30 days. If American Fence Company does not receive approval to proceed with purchasing within this 30 day period, project pricing is subject to review
2. No delegated design. No engineering or stamped engineered drawings. Per additional cost.
3. No grounding, signage, testing are included.

Notes are specific to the scope and directly impact project pricing. If not agreeable, advise prior to acceptance.

Project Pricing: \$ 2,986.00

Unless otherwise stated, pricing does not include sales tax, subject to change after 10 days of date of proposal. This proposal is not binding unless signature is affixed to page two. Do not sign and return this sheet without signed second page.

Contact Information: Mike Schumacher 308-395-0793
1605 North Shady Bend Road, Grand Island, NE 68801

Customer printed name: Mike Feeken Date: February 5, 2024

Customer invoicing email address: laurab@cityofstpaulne.org

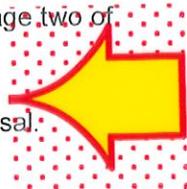
REV 03-06-19

Standard Notes & Exclusions: Unless otherwise noted:
1. One mobilization is included for the installation of the fence.
2. Block-out(s) in concrete / masonry for fence by others. No core drilling included. Sleeves required but not provided by AFC.
3. No surveying and/or staking included. Fence line to be staked by others.
4. Private utilities to be located by others in accordance with State's One Call System standards. In the event these utilities are damaged as a result of improper locating, AFC will not be responsible for damages and associated costs.
5. Fence line to be staked clear of utilities. No excavation included for digging within 18" of utilities but at additional expense. Hand excavation due to interference with utilities at \$35.00 per post hole.
6. No permits, bonds, dues, completed operations, or primary-none contributory included.
7. No project specific employee background, drug screen or DMV history included. Add \$65.00 per employee if required.
8. No removals, grading, grubbing, and/or demolition are included.
9. No electrical wire, wiring, grounding, conduit, connections, and/or initial electrical/controls set-up. Only after electrician has confirmed connections and operations, AFC will review installation.
10. AFC will not be subject to liquidated damages or back charges as a result of delays.
11. Material fabricated per plans. No field verification, engineering, delegated design included.
12. Accounts not paid within thirty days will be charged eighteen percent (18%) per annum. No retention to be withheld.
13. No prevailing, union or Davis – Bacon wages included.
14. No participation in billing processing programs, Textura. Participation fee to be added to contract if required.
15. No final coating applications included unless otherwise noted such as wood stain or paint.
16. THERE IS A 3% SURCHARGE ON ALL CREDIT CARD PAYMENTS!!

REV 03-06-19

Terms and Conditions

By signing this proposal, the customer has completely reviewed and agreed with the prices, specifications and conditions as stated herein. Furthermore, the customer is authorizing American Fence Company / AmeriFence Corporation to complete the work. Unless stated, the fence does not include a warranty. Customer is financially responsible for cancellation fees and costs of special order materials if the customer elects to cancel the contract. TERMS: 60% Down. Balance due on date of completion. No retention to be withheld. If withheld without approval, the contract amount will be 5% more than what is shown on the proposal. Service and handling charge of 1.5% per month-18% per annum applies to delinquent accounts not paid within 5 days of completion. Customer assumes full responsibility for location of property pins, staking of fence, and inaccurately placed pins and stakes. Customer understands that American Fence Co. may stake the fence based on the proposal and/or in consideration of existing utilities that do not reflect the actual location of customer's property. Customer agrees to defend, hold harmless and indemnify American Fence Co. against claims, liabilities and expenses for trespass and damage arising out of location of said fence. Customer assumes full responsibility for damage to marked and unmarked underground utility, telephone, T.V., cable or sprinkler systems. Customer requests, agrees or allows American Fence Co. to locate the fence within 18 inches of any buried utilities; customer agrees to defend, hold harmless and indemnify American Fence Co. against all claims, liabilities and expenses as a result of damage to these utilities and property. If the contract price is not paid when due, customer agrees to allow American Fence Co. to trespass on to their property and remove fence at the company's discretion. Furthermore, customer agrees to indemnify and hold harmless American Fence Co. for any damage done to the property as a result of removal of the fence. All modifications shall be in writing and shall be affixed to the original bid. This agreement and subsequent modifications shall be contingent upon strikes, accidents, shortages or delays beyond the control of American Fence Co. Time stated for installation is purely estimated. Customer agrees and accepts that AFC will not extend discounts or credits for any delays or be held responsible for interest charges on any payments made by customer. Changes to the fence due to varying ground conditions are not the responsibility of American Fence Co. Customer to carry fire, tornado and other necessary insurance. This proposal cannot be withdrawn by customer after acceptance of proposal. American Fence Co. has the right to reject any bid. Legal and related fees accrued in an effort to collect on this account for whatever reason will be the responsibility of the customer. By signing this proposal, customer has completely reviewed and agreed with the prices, specifications and conditions as stated herein. Furthermore, customer is authorizing American Fence Co. to complete the work. The customer is financially responsible for cancellation fees and costs of special order materials in the event the customer elects to cancel the contract. TERMS: 60% Down. Balance due on substantial completion. Service and handling charge of 5% per month-60% per annum will apply to delinquent accounts past 10 days. Customer acknowledges that this is page two of two and has received page one.



By signing below, I acknowledge and agree with all stated herein inclusive of both pages one and two of this proposal.

Customer signature: _____ Date: **February 5, 2024**

Mike Feeken, Mayor

CERTIFICATE OF PAYMENT: 13 FINAL



Date of Issuance: January 12, 2024

Project Waste Water Treatment Plant Improvements, St. Paul, Nebraska - 2021

Project No.: 020-2586

Contractor: Rutjens Construction Inc., P O Box 99, Tilden, NE 68781

DETAILED ESTIMATE

Description	Unit Price	Extension
See Attached.		
PLEASE REMIT PAYMENT TO: Rutjens Construction Inc., P O Box 99, Tilden, NE 68781		
Value of Work Completed This Request:		\$ 383,927.80

Final site work:
fencing; north cell
decommissioning + final
Scada work.

Original Contract Cost:	\$5,516,845.00
Approved Change Orders:	
No. 1	(\$40,000.00)
No. 2	\$0.00
No. 3	\$34,812.37
No. 3	\$2,986.00
Total Contract Cost:	\$ 5,514,643.37

Value of completed work and materials stored to date	\$5,514,643.37
Less retainage percentage 0%	\$0.00
Net amount due including this estimate	\$5,514,643.37 ✓
Less: Estimates previously approved:	

No. 1	\$57,182.31	No. 11	\$439,809.57	No. 20	\$0.00
No. 2	\$16,097.13	No. 12	\$249,030.89	No. 21	\$0.00
No. 3	\$435,069.90	No. 13	\$0.00	No. 22	\$0.00
No. 4	\$385,527.32	No. 14	\$0.00	No. 23	\$0.00
No. 5	\$705,813.72	No. 15	\$0.00	No. 24	\$0.00
No. 6	\$713,125.79	No. 16	\$0.00	No. 25	\$0.00
No. 7	\$463,521.50	No. 17	\$0.00		
No. 8	\$469,534.16	No. 18	\$0.00	Total Previous Estimates:	\$4,986,550.10
No. 9	\$501,507.56	No. 19	\$0.00		
No. 10	\$550,330.25			NET AMOUNT DUE THIS ESTIMATE:	\$528,093.27

The undersigned, as a duly licensed Professional Engineer, has examined the work and the data included in all observations as set forth in scope of work and the data included in all applicable portions of the contract, and in my knowledge, information and belief: (1) the work has progressed as indicated in the applicable portions of the contract, and (2) the materials delivered by Contractor are in conformance with the plans and specifications, and the work, insofar as it has been completed, is in accordance with the contract, and is entitled to payment as indicated above.

This certificate is not a warranty or a guarantee of any type. Client shall hold its Contractor solely responsible for the quality and quantity of the work and materials delivered in accordance with the construction documents. Any duty or obligation of Olsson hereunder shall not be construed as a warranty or a guarantee of any type, including the Contractor or any Subcontractor.

0-00 *
528,093.27 +
Arpa - 257,569.00 -
002
ckg 270,524.27 *
to Rutjens

cc: Cit
Ru
Pr
n, NE 68781

OLSSON
By: Brian J. Fitch

Pay App.

Project: Waste Water Treatment Plant Improvements, St. Paul, Nebraska - 2021

Project #: 020-2586



13

Contractor: Rutjens Construction Inc., P O Box 99, Tilden, NE 68781

Date: 1/12/2024

FINAL

ITEM NO.	DESCRIPTION OF WORK	Pay Unit	Total Est. Qty	Unit Price	SCHEDULED VALUE (D * E)	WORK COMPLETED				MATERIALS PRESENTLY STORED (NOT IN H OR J)	TOTAL QUANTITY TO DATE (G+I)	TOTAL COMPLETED AND STORED TO DATE (H+J+K)	% (M/F)	BALANCE TO FINISH (F-M)	RETAINAGE
						Qty from previous pay appl.	Total From previous pay appl.	Qty this Period	Total from this Period						
1	MOBILIZATION/INSURANCE/BONDS	L.S.	1	\$ 550,000.00	\$ 550,000.00	\$ 0.95	\$ 522,500.00	0.05	\$ 27,500.00		1.00	\$ 550,000.00	100.0%	\$ -	\$ -
2	LIFTSTATION/SCREENING MANHOLE	L.S.	1	\$ 485,741.00	\$ 485,741.00		\$ 483,993.20		\$ 1,747.80	\$ -	1.00	\$ 485,741.00	100.0%	\$ -	\$ -
	Structures			\$ 234,911.00		\$ 1.00	\$ 234,911.00	0.00	\$ -	\$ -	1.00	\$ 234,911.00	100.0%	\$ -	\$ -
	Equipment			\$ 215,874.00		\$ 1.00	\$ 215,874.00	0.00	\$ -	\$ -	1.00	\$ 215,874.00	100.0%	\$ -	\$ -
	Site Work (fencing, concrete, equipment shelter)			\$ 34,956.00		\$ 0.95	\$ 33,208.20	0.05	\$ 1,747.80	\$ -	1.00	\$ 34,956.00	100.0%	\$ -	\$ -
3	CONTROL/BLOWER BUILDING	L.S.	1	\$ 645,877.00	\$ 645,877.00		\$ 645,877.00		\$ -	\$ -	1.00	\$ 645,877.00	100.0%	\$ -	\$ -
	Concrete (pad, sidewalk, driveway, stairs)			\$ 94,631.00		\$ 1.00	\$ 94,631.00	0.00	\$ -	\$ -	1.00	\$ 94,631.00	100.0%	\$ -	\$ -
	Building Erection			\$ 191,887.00		\$ 1.00	\$ 191,887.00	0.00	\$ -	\$ -	1.00	\$ 191,887.00	100.0%	\$ -	\$ -
	Plumbing			\$ 81,744.00		\$ 1.00	\$ 81,744.00	0.00	\$ -	\$ -	1.00	\$ 81,744.00	100.0%	\$ -	\$ -
	Blowers			\$ 133,255.00		\$ 1.00	\$ 133,255.00	0.00	\$ -	\$ -	1.00	\$ 133,255.00	100.0%	\$ -	\$ -
	Cabinetry			\$ 25,584.00		\$ 1.00	\$ 25,584.00	0.00	\$ -	\$ -	1.00	\$ 25,584.00	100.0%	\$ -	\$ -
	Generator			\$ 118,776.00		\$ 1.00	\$ 118,776.00	0.00	\$ -	\$ -	1.00	\$ 118,776.00	100.0%	\$ -	\$ -
4	SBR TANK/EQUIPMENT	L.S.	1	\$ 985,666.00	\$ 985,666.00		\$ 973,166.00		\$ 12,500.00	\$ -	1.00	\$ 985,666.00	100.0%	\$ -	\$ -
	Concrete (structures, sidewalk)			\$ 475,731.00		\$ 1.00	\$ 475,731.00	0.00	\$ -	\$ -	1.00	\$ 475,731.00	100.0%	\$ -	\$ -
	Equipment			\$ 425,744.00		\$ 1.00	\$ 425,744.00	0.00	\$ -	\$ -	1.00	\$ 425,744.00	100.0%	\$ -	\$ -
	Stairs & Handrail			\$ 31,966.00		\$ 1.00	\$ 31,966.00	0.00	\$ -	\$ -	1.00	\$ 31,966.00	100.0%	\$ -	\$ -
	Piping			\$ 39,725.00		\$ 1.00	\$ 39,725.00	0.00	\$ -	\$ -	1.00	\$ 39,725.00	100.0%	\$ -	\$ -
	Fencing			\$ 12,500.00		\$ -	\$ -	1.00	\$ 12,500.00	\$ -	1.00	\$ 12,500.00	100.0%	\$ -	\$ -
5	LAGOON CLEANING/LINER CONSTRUCTION	L.S.	1	\$ 621,274.00	\$ 621,274.00		\$ 301,898.50		\$ 319,375.50	\$ -	1.00	\$ 621,274.00	100.0%	\$ -	\$ -
	Equipment Removals and Demo			\$ 37,633.00		\$ 1.00	\$ 37,633.00	0.00	\$ -	\$ -	1.00	\$ 37,633.00	100.0%	\$ -	\$ -
	North Cell Decommissioning			\$ 108,941.00		\$ -	\$ -	1.00	\$ 108,941.00	\$ -	1.00	\$ 108,941.00	100.0%	\$ -	\$ -
	South Cell Decommissioning			\$ 108,941.00		\$ 1.00	\$ 108,941.00	0.00	\$ -	\$ -	1.00	\$ 108,941.00	100.0%	\$ -	\$ -
	Earthwork			\$ 150,015.00		\$ 1.00	\$ 150,015.00	0.00	\$ -	\$ -	1.00	\$ 150,015.00	100.0%	\$ -	\$ -
	Liner Construction			\$ 205,125.00		\$ -	\$ -	1.00	\$ 205,125.00	\$ -	1.00	\$ 205,125.00	100.0%	\$ -	\$ -
	Site Work (fencing, concrete, splitter structure, signage)			\$ 10,619.00		\$ 0.50	\$ 5,309.50	0.50	\$ 5,309.50	\$ -	1.00	\$ 10,619.00	100.0%	\$ -	\$ -
6	SITE PIPING	L.S.	1	\$ 811,180.00	\$ 811,180.00		\$ 811,180.00		\$ -	\$ -	1.00	\$ 811,180.00	100.0%	\$ -	\$ -
	Sanitary (gravity, force main, WAS, etc.)			\$ 290,573.00		\$ 1.00	\$ 290,573.00	0.00	\$ -	\$ -	1.00	\$ 290,573.00	100.0%	\$ -	\$ -
	Water			\$ 271,105.00		\$ 1.00	\$ 271,105.00	0.00	\$ -	\$ -	1.00	\$ 271,105.00	100.0%	\$ -	\$ -
	Air			\$ 81,655.00		\$ 1.00	\$ 81,655.00	0.00	\$ -	\$ -	1.00	\$ 81,655.00	100.0%	\$ -	\$ -
	Valves			\$ 167,847.00		\$ 1.00	\$ 167,847.00	0.00	\$ -	\$ -	1.00	\$ 167,847.00	100.0%	\$ -	\$ -
7	SWPPP	L.S.	1	\$ 31,125.00	\$ 31,125.00		\$ 20,306.50		\$ 10,818.50	\$ -	1.00	\$ 31,125.00	100.0%	\$ -	\$ -
	Seeding			\$ 21,637.00		\$ 0.50	\$ 10,818.50	0.50	\$ 10,818.50	\$ -	1.00	\$ 21,637.00	100.0%	\$ -	\$ -
	Silt Fence			\$ 9,488.00		\$ 1.00	\$ 9,488.00	0.00	\$ -	\$ -	1.00	\$ 9,488.00	100.0%	\$ -	\$ -
8	ELECTRICAL	L.S.	1	\$ 744,973.00	\$ 744,973.00		\$ 744,973.00		\$ -	\$ -	1.00	\$ 744,973.00	100.0%	\$ -	\$ -
	Lift Station (10%)			\$ 75,147.00		\$ 1.00	\$ 75,147.00	0.00	\$ -	\$ -	1.00	\$ 75,147.00	100.0%	\$ -	\$ -
	Site Work (17%)			\$ 125,510.00		\$ 1.00	\$ 125,510.00	0.00	\$ -	\$ -	1.00	\$ 125,510.00	100.0%	\$ -	\$ -
	Control/Blower Building (50%)			\$ 374,988.00		\$ 1.00	\$ 374,988.00	0.00	\$ -	\$ -	1.00	\$ 374,988.00	100.0%	\$ -	\$ -
	SBR (23%)			\$ 169,328.00		\$ 1.00	\$ 169,328.00	0.00	\$ -	\$ -	1.00	\$ 169,328.00	100.0%	\$ -	\$ -
9	MECHANICAL	L.S.	1	\$ 147,941.00	\$ 147,941.00		\$ 147,941.00		\$ -	\$ -	1.00	\$ 147,941.00	100.0%	\$ -	\$ -
10	NEW SUBMERSIBLE WELL	L.S.	1	\$ 45,864.00	\$ 45,864.00		\$ 45,864.00		\$ -	\$ -	1.00	\$ 45,864.00	100.0%	\$ -	\$ -
11	EARTHWORK	L.S.	1	\$ 387,204.00	\$ 387,204.00		\$ 387,204.00		\$ -	\$ -	1.00	\$ 387,204.00	100.0%	\$ -	\$ -
	Lift Station			\$ 15,221.00		\$ 1.00	\$ 15,221.00	0.00	\$ -	\$ -	1.00	\$ 15,221.00	100.0%	\$ -	\$ -
	Control/Blower Building			\$ 165,210.00		\$ 1.00	\$ 165,210.00	0.00	\$ -	\$ -	1.00	\$ 165,210.00	100.0%	\$ -	\$ -
	SBR			\$ 206,773.00		\$ 1.00	\$ 206,773.00	0.00	\$ -	\$ -	1.00	\$ 206,773.00	100.0%	\$ -	\$ -
12	SCADA	L.S.	1	\$ 60,000.00	\$ 60,000.00		\$ 51,000.00	0.15	\$ 9,000.00	\$ -	1.00	\$ 60,000.00	100.0%	\$ -	\$ -
Change Order															
CO1	Electrical Savings	L.S.	1	\$ (40,000.00)	\$ (40,000.00)		\$ (40,000.00)	0.00	\$ -	\$ -	1.00	\$ (40,000.00)	100.0%	\$ -	\$ -
CO3	Change Order Items to date	L.S.	1	\$ 34,812.37	\$ 34,812.37		\$ 34,812.37	0.00	\$ -	\$ -	1.00	\$ 34,812.37	100.0%	\$ -	\$ -
CO4	American Fence - Change in Gate	L.S.	1	\$ 2,986.00	\$ 2,986.00		\$ -	1.00	\$ 2,986.00	\$ -	1.00	\$ 2,986.00	100.0%	\$ -	\$ -

Contract Total			\$ 5,514,643.37	\$ 5,130,715.57	\$ 383,927.80	\$ -	\$ 5,514,643.37	100.0%	\$ -	\$ -
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Contractor's Application for Payment No. Final

	Application Period:	Application Date: 1/12/2024
To (Owner): City of St Paul	From (Contractor): Rutjens Construction Inc.	Via (Engineer): Olsson
Project: Wastewater Treatment Facility	Contract:	
	Contractor's Project No.: 827	Engineer's Project No.: 020-2586

**Application For Payment
Change Order Summary**

Approved Change Orders			
Number	Additions	Deductions	
1		\$40,000.00	1. ORIGINAL CONTRACT PRICE..... \$ 5,516,845.00
2			2. Net change by Change Orders..... \$ -2,201.63
3	\$34,812.37		3. Current Contract Price (Line 1 ± 2)..... \$ 5,514,643.37
4	\$2,986.00		4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)..... \$ 5,514,643.37
			5. RETAINAGE:
			a. X \$5,514,643.37 Work Completed..... \$
			b. 5% X Stored Material..... \$
			c. Total Retainage (Line 5.a + Line 5.b)..... \$
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 5,514,643.37
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 4,986,550.10
			8. AMOUNT DUE THIS APPLICATION..... \$ 528,093.27
			9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)..... \$
TOTALS	\$37,798.37	\$40,000.00	
NET CHANGE BY CHANGE ORDERS	-\$2,201.63		

Contractor's Certification	
The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	
Contractor Address	
Contractor Signature	
By:	Date: 1/12/2024

Payment of:	\$ 528,093.27	
	<small>(Line 8 or other - attach explanation of the other amount)</small>	
is recommended by:		1-16-2024
	<small>(Engineer)</small>	<small>(Date)</small>
Payment of:	\$ 528,093.27	
	<small>(Line 8 or other - attach explanation of the other amount)</small>	
is approved by:	_____	_____
	<small>(Owner)</small>	<small>(Date)</small>
Approved by:	_____	_____
	<small>Funding or Financing Entity (if applicable)</small>	<small>(Date)</small>



Progress Estimate

13

Contractor's Application

10/4/2023

For (Contract): Wastewater Treatment Facility						Application Number: Final					
Application Period: 6-1-2022-7-1-2022						Application Date: 1/12/2024					
A				B	C	D	E	F	G		
Bid Item No.	Item Description	Contract Information			Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not In C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish - F	(B)
		Item Quantity	Units	Unit Price							
1	Mobilization/Insurance/Bonds	1	L.S.	\$550,000.00	\$550,000.00	1.00	\$550,000.00	\$550,000.00	100.0%		
2	Lift Station/Screening Manhole	1	L.S.	\$485,741.00	\$485,741.00		\$485,741.00	\$485,741.00	100.0%		
	Structures			\$234,911.00		1.00	\$234,911.00	\$234,911.00	100.0%		
	Equipment			\$215,874.00		1.00	\$215,874.00	\$215,874.00	100.0%		
	Site Work (fencing, concrete, equipment shelter)			\$34,956.00		1.00	\$34,956.00	\$34,956.00	100.0%		
3	Control/Blower Building	1	L.S.	\$645,877.00	\$645,877.00		\$645,877.00	\$645,877.00	100.0%		
	Concrete (Pad, Sidewalk, Driveway, Stairs)			\$94,631.00		1.00	\$94,631.00	\$94,631.00	100.0%		
	Building Erection			\$191,887.00		1.00	\$191,887.00	\$191,887.00	100.0%		
	Plumbing			\$81,744.00		1.00	\$81,744.00	\$81,744.00	100.0%		
	Blowers			\$133,255.00		1.00	\$133,255.00	\$133,255.00	100.0%		
	Cabinetry			\$25,584.00		1.00	\$25,584.00	\$25,584.00	100.0%		
	Generator			\$118,776.00		1.00	\$118,776.00	\$118,776.00	#####		
4	SBR Tank/Equipment	1	L.S.	\$985,666.00	\$985,666.00		\$985,666.00	\$985,666.00	100.0%		
	Concrete (structures, sidewalk)			\$475,731.00		1.00	\$475,731.00	\$475,731.00	100.0%		
	Equipment			\$425,744.00		1.00	\$425,744.00	\$425,744.00	100.0%		
	Stairs & Handrail			\$31,966.00		1.00	\$31,966.00	\$31,966.00	100.0%		
	Piping			\$39,725.00		1.00	\$39,725.00	\$39,725.00	100.0%		
	Fencing			\$12,500.00		1.00	\$12,500.00	\$12,500.00	100.0%		
5	Lagoon Cleaning/Liner Construction	1	L.S.	\$621,274.00	\$621,274.00		\$621,274.00	\$621,274.00	100.0%		
	Equipment Removals and Demo			\$37,633.00		1.00	\$37,633.00	\$37,633.00	100.0%		
	North Cell Decommissioning			\$108,941.00		1.00	\$108,941.00	\$108,941.00	100.0%		
	South Cell Decommissioning			\$108,941.00		1.00	\$108,941.00	\$108,941.00	100.0%		
	Earthwork			\$150,015.00		1.00	\$150,015.00	\$150,015.00	100.0%		
	Liner Construction			\$205,125.00		1.00	\$205,125.00	\$205,125.00	100.0%		
	Site work (fencing, concrete splitter structure, signage)			\$10,619.00		1.00	\$10,619.00	\$10,619.00	100.0%		
6	Site Piping	1	L.S.	\$811,180.00	\$811,180.00		\$811,180.00	\$811,180.00	100.0%		
	Sanitary (gravity, force main, WAS, etc.)			\$290,573.00		1.00	\$290,573.00	\$290,573.00	100.0%		
	Water			\$271,105.00		1.00	\$271,105.00	\$271,105.00	100.0%		
	Air			\$81,655.00		1.00	\$81,655.00	\$81,655.00	100.0%		
	Valves			\$167,847.00		1.00	\$167,847.00	\$167,847.00	100.0%		
7	SWPPP	1	L.S.	\$31,125.00	\$31,125.00		\$31,125.00	\$31,125.00	100.0%		
	Seeding			\$21,637.00		1.00	\$21,637.00	\$21,637.00	100.0%		
	Silt Fence			\$9,488.00		1.00	\$9,488.00	\$9,488.00	100.0%		
8	Electrical	1	L.S.	\$744,973.00	\$744,973.00		\$744,973.00	\$744,973.00	100.0%		

Progress Estimate

13

Contractor's Application

10/4/2023

For (Contract): Wastewater Treatment Facility						Application Number: Final						
Application Period: 6-1-2022-7-1-2022						Application Date: 1/12/2024						
A						B	C	D	E	F		G
Bid Item No.	Item Description	Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)	(B)
		Item Quantity	Units	Unit Price	Total Value of Item (\$)							
	Lift Station (10%)			\$75,147.00		1.00	\$75,147.00		\$75,147.00	100.0%		
	Sitework (17%)			\$125,510.00		1.00	\$125,510.00		\$125,510.00	100.0%		
	Control/Blower Building (50%)			\$374,988.00		1.00	\$374,988.00		\$374,988.00	100.0%		
	SBR (28%)			\$169,328.00		1.00	\$169,328.00		\$169,328.00	100.0%		
9	Mechanical	1	L.S.	\$147,941.00	\$147,941.00	1.00	\$147,941.00		\$147,941.00	100.0%		
10	New Submersible Well	1	L.S.	\$45,864.00	\$45,864.00	1.00	\$45,864.00		\$45,864.00	100.0%		
11	Earthwork	1	L.S.	\$387,204.00	\$387,204.00	1.00	\$387,204.00		\$387,204.00	100.0%		
	Lift Station			\$15,221.00		1.00	\$15,221.00		\$15,221.00	100.0%		
	Control/Blower Building			\$165,210.00		1.00	\$165,210.00		\$165,210.00	100.0%		
	SBR			\$206,773.00		1.00	\$206,773.00		\$206,773.00	100.0%		
12	SCADA	1	L.S.	\$60,000.00	\$60,000.00	1.00	\$60,000.00		\$60,000.00	100.0%		
13	Change Order 1	1	L.S.	-\$40,000.00	-\$40,000.00	1.00	-\$40,000.00		-\$40,000.00	100.0%		
14	Change Order 2	1	L.S.									
15	Change Order 3	1	L.S.	\$34,812.37	\$34,812.37	1.00	\$34,812.37		\$34,812.37	100.0%		
16	Change Order 4	1	L.S.	\$2,986.00	\$2,986.00	1	\$2,986.00		\$2,986.00	100.0%		
Totals							\$5,514,643.37		\$5,514,643.37	100.0%		

Stored Material Summary

Contractor's Application

For (Contract):						Application Number: Final					
Application Period:						Application Date: 1/12/2024					
Bid Item No.	A Supplier Invoice No.	B Submittal No. (with Specification Section No.)	C Storage Location	C Description of Materials or Equipment Stored	D Stored Previously		E Amount Stored this Month (\$)	Subtotal Amount Completed and Stored to Date (D + E)	F Incorporated in Work		G Materials Remaining in Storage (\$) (D + E + F)
					Date Placed Into Storage (Month/Year)	Amount (\$)			Date (Month/Year)	Amount (\$)	
8	2020-705		Contractor	Lights/Wire	2/2022	\$42,384.40		\$42,384.40			
8	2020-700		Contractor	VFD/Main Disconnect/Transformers/Panels/Lights	2/2022	\$21,151.50		\$21,151.50			
8	2020-709		Contractor	Transformer	3/2022	\$17,885.57		\$17,885.57			
4	95187-1			SBR Equipment	6/2022	\$36,193.50		\$36,193.50			
3	2022-058		On-Site	Steel Building	6/2022	\$63,499.38		\$63,499.38			
2	0896712-IN		On-Site	Lift Station/ Screen Equipment	7/2022	\$194,560.00		\$194,560.00			
5	App. #1		On-Site	HDPE Liner	8/2022	\$118,284.54		\$118,284.54			
	1167		On-Site	Rotary Lobe Blowers	9/2022		\$92,789.00	\$92,789.00			
			On-Site	Standby Generator	9/2022		\$84,801.97	\$84,801.97			
Totals						\$493,958.89	\$177,590.97	\$671,549.86			\$671,549.86

Connie Beck

From: Gary Brown <gw2brown@earthlink.net>
Sent: Wednesday, January 10, 2024 3:11 PM
To: Mike Milius
Cc: Matt Helzer; Trae Anderson; Brian Friedrichsen; Jeremy Walker
Subject: Re: FW: Contact Information

This Message Is From an External Sender

This message came from outside your organization. Please take care when clicking links or opening attachments. When in doubt, use the Report Phish button or contact IT to have the message analyzed.

Hi Guys,

Here are the prices for the microscope and camera:

Visualab 500T Phase Contrast Microscope \$3590.00

Tucsen TruChrome HDMI camera with 0.50X C-Mount Lens \$1390.00

Microscope will be delivered and installed.

Let me know if there are questions.

All the best,

Best Regards,

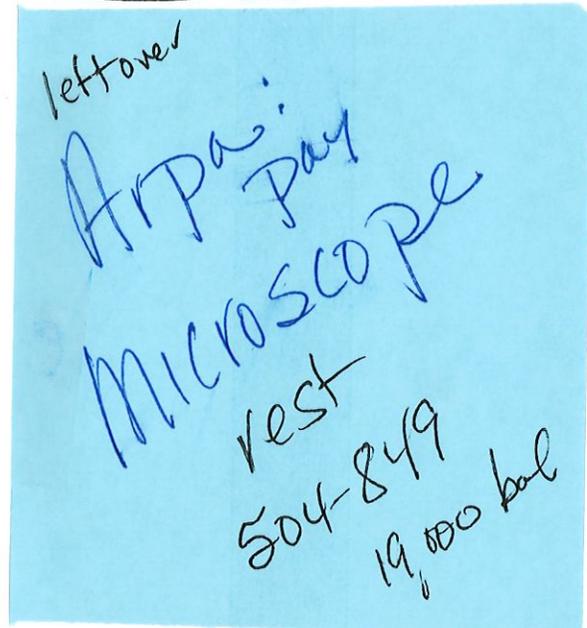
Gary W Brown

G W Brown Company
Visualab Microsystems
Tucsen Photonics
Phone: 402 359 5801

-----Original Message-----

From: Mike Milius <mmilius@olsson.com>
Sent: Jan 10, 2024 2:41 PM
To: gw2brown@earthlink.net <gw2brown@earthlink.net>
Cc: Matt Helzer (mhelzer@cityofstpaulne.org) <mhelzer@cityofstpaulne.org>, Trae Anderson (tanderson@cityofstpaulne.org) <tanderson@cityofstpaulne.org>, Brian Friedrichsen <bfriedrichsen@olsson.com>, Jeremy Walker <jwalker@olsson.com>
Subject: FW: Contact Information

Gary,



Thanks for reaching out. Matt Helzer is the Utilities Supt. in St. Paul, NE and Trae is the head operator at the WWTP. Brian and Jeremy are with Olsson.

Matt and Trae, attached are the pictures of a set up in Lincoln, NE at the NEWRRF facility. Gary is working up a quote for a system with a camera but not the display screen.

Let me know if anyone has any questions.

Later,

Mike

From: Gary Brown <gw2brown@earthlink.net>

Sent: Tuesday, January 9, 2024 4:13 PM

To: Mike Milius <mmilius@olsson.com>

Subject: Re: Contact Information

This Message Is From an External Sender

This message came from outside your organization. Please take care when clicking links or opening attachments. When in doubt, use the Report Phish button or contact IT to have the message analyzed.

Mike,

Here are two iterations of the microscope. The camera can support either a small screen or a larger monitor or a computer, but only 1 device at a time.

Best Regards,

Gary W Brown

G W Brown Company

Visualab Microsystems

Tucson Photonics

Phone: 402 359 5801

-----Original Message-----

From: Mike Milius <mmilius@olsson.com>

Sent: Jan 9, 2024 3:45 PM

To: gw2brown@earthlink.net <gw2brown@earthlink.net>

Subject: Contact Information

Gary,

It was great talking with you today.

Below is my contact information.

Thanks

Mike

Mike Milius, PE

Vice President

D 816.442.6013

C 308.227.2630

1301 Burlington Street, Suite 100

North Kansas City, MO 64116

O 816.361.1177

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City of St. Paul Regular Meeting
704 6th Street
St. Paul, NE 68873

Tuesday, January 16, 2024

A meeting of the Mayor and City Council of the City of St. Paul, Nebraska was held at City Hall in said City on Tuesday, January 16, 2024, at 6:30 p.m. Present were Mayor Mike Feeken and Council members Katie Kowalski, Chuck Schmid and Bill Peters. Absent: None. Notice of the meeting was given in advance thereof by publication in the Phonograph Herald, a legal newspaper published in said City and County. Notice of the meeting was also posted in four (4) public places. Notice of this meeting was communicated in the advance notice. All proceeds thereafter shown were taken while the convened meeting was opened to the attendance of the public.

Mayor Feeken opened the meeting at 6:30 p.m. with the "Pledge of Allegiance" and thanking the public for attending and announcing that the City of St. Paul abides by the Open Meetings Act, which is posted on the west wall as required by Nebraska State Law §84-1407 through §84-1414. Mayor Feeken also stated that the City Council may vote to go into Closed Session on any agenda item as allowed by NE State Law §84-1410.

Mayor Feeken continued the meeting by announcing that individuals who have appropriate agenda items for City Council consideration should complete the "Request for Future Agenda Items" form located at the City Office. If the issue can be handled administratively without Council action, notification will be provided. If the item is scheduled for a meeting or study session, notification of the date will be given. Also, any City patrons that are requesting "Public Records" or have "Questions or Concerns" in regard to the City, they need to be submitted in writing to the City of St. Paul, so that it can be addressed appropriately. These forms are available online, in a file folder on the back wall of the Council Chambers or at the City Office.

There was an opportunity for individuals wishing to provide input on any of tonight's agenda items. Those individuals were asked to reserve time to speak; per Mayor Feeken, there will be a five (5) minute limit per person on speaking.

City of St. Paul's Municipal Code 1-105 "ELECTED OFFICIAL VACANCY":

Whenever a vacancy occurs in an elected office of the Municipality, except Mayor, notice of vacancy shall be presented in writing to the City Council at a Regular Council meeting (January 2, 2024) and the notice shall appear as a part of the minutes of such meeting.

The "PUBLIC NOTICE REGARDING COUNCIL MEMBER VACANCY" was posted in four (4) usual places in St. Paul, NE on Thursday, December 21, 2023, and was also published in the Phonograph Herald on Wednesday, January 3, 2024. The Mayor shall, within two (2) weeks (January 16, 2024) after the regular meeting at which such notice has been presented, submit the name of a qualified elector to fill the vacancy for the balance of the unexpired term. Upon a majority vote of approval by the City Council, the vacancy shall be filled. If a majority vote is

not reached, the nomination shall be rejected and the Mayor shall, at the next regular meeting, submit the name of another qualified elector.

Mayor Feeken appointed Brian Sack as his qualified elector to fill the vacancy of the Council seat for the unexpired term (December 2024). Mr. Sack introduced himself as being born and raised in St. Paul; is active in the community; managed U-Betcha Auto and stated that he takes pride in St. Paul. Council member Kowalski moved to approve Brian Sack to fill the Council vacancy seat. After a lengthy silence from the other Council members, Mayor Feeken stated that the motion dies for a lack of a second. A resident (Jerry Woodgate) of St. Paul gave his utmost support on the matter regarding Brian Sack filling the vacancy seat as Council member. Council member Kowalski again moved to approve Brian Sack to fill the vacancy of Council member. Council member Schmid seconded the motion. Council members Kowalski and Schmid voted aye, Council member Peters voted nay. Motion carried 2/1.

Next on the agenda, Mayor Feeken requested nominations from the Council members in selecting a City Council President. Council member Schmid nominated himself as Council President; there was no further action. Council member Kowalski nominated herself as Council President; there was no further action. The item was tabled until Monday, February 5, 2024.

Hamilton Communications Sales and Business Developer Adam Jurgens was in attendance to give an overview of a 2024 State & Local Cybersecurity Grant Program (SLCGP).

The amount of the grant will be approximately \$86,000; the City match is 20% (\$17,210).

Hamilton will assist the City in completing all documentation for the grant, along with forming policies and procedures for future reference. It was stated that if the City bypasses FY 2024, the grant costs will be more the following year. Mr. Jurgens stated that the grant is essential, due to the constant changes in cybersecurity with ransomware and phishing. The grant application is due Friday, February 2, 2024. Council member Schmid moved to approve the City of St. Paul applying for the State & Local Cybersecurity Grant Program (SLCGP) FY 2024 with the assistance of Hamilton personnel Eli Hunter and Doug Cramer, along with utilizing funds from keno. Council member Peters seconded the motion. Council members Kowalski, Schmid & Peters voted aye, nays none. Motion carried 3/0.

At the City Council meeting on Tuesday, January 2, 2024, City officials allowed Mr. Eiberger until January 16, 2024, to remove the blue Honda Civic from the property at 304 8th Street.

Council member Peters moved to approve extending the abatement of the blue Honda Civic until Tuesday, February 20, 2024, due to the weather. Council member Schmid seconded the motion. Council members Kowalski, Schmid & Peters voted aye, nays none. Motion carried 3/0.

Council member Schmid moved to approve the NE Dept. of Transportation (NDOT) "Certificate of Compliance" regarding services performed in calendar year 2023. The amount due to the State of Nebraska for snow removal is 5.10 lane miles x \$665 per lane mile = \$3,391.50. Council member Peters seconded the motion. Council members Kowalski, Schmid & Peters voted aye, nays none. Motion carried 3/0.

Council member Schmid moved to approve Maintenance Agreement No. 47 between the NE Dept. of Transportation (NDOT) and the Municipality of St. Paul for the period of January 1, 2024, to December 31, 2024, pertaining to surface maintenance and/or snow removal in the amount of \$3,391.50. The maintenance agreement consists of: (1) West City Limits and (2) South City Limits to North City Limits. Council member Kowalski seconded the motion. Council members Kowalski, Schmid & Peters voted aye, nays none. Motion carried 3/0.

Council member Kowalski moved to approve the Consent Agenda Items: (1) Treasurer's Report December 2023; (2) January 2, 2024 (regular) Council minutes; (3) January 16, 2024, disbursements, with the stipulation to hold two (2) of the invoices regarding the Aurora Coop fire bill in the amounts of \$8.46 and \$62.51; and (4) Mayor Feeken's appointment of Sally Einspahr to the Housing Authority Board of Commissioners to complete Mrs. Fanta's term of office to October 31, 2027. Commissioner Fanta resigned from the Housing Board of Commissioners as of December 31, 2023; Mrs. Fanta has served since October 2017. Council member Peters seconded the motion. Council members Kowalski, Schmid & Peters voted aye, nays none. Motion carried 3/0. Council member Peters had questioned Chief of Police Howard regarding the St. Paul Vet Clinic invoice.

Disbursements January 16, 2024

Advanced Climate Control (service)	1916.00
Altec Capital Services LLC: Electrical Bucket Truck (1/2 Payment) (electrical bucket truck)	53950.00
Amazon Capital Services (books)	231.32
Aurora Coop (fuel)	1481.60
Awards Plus (supplies)	13.75
Blue Cross Blue Shield of NE (insurance)	19449.65
Brehm's Drus (supplies)	25.97
Bryan Jensen Clothing (supplies)	180.00
Central District Health Dept (lab)	156.00
Central NE Bobcat (supplies)	608.66
Charter/Spectrum (service)	177.95
City Lights (utilities)	8454.49
Clearly (telephone)	195.00
Custer County Recycling (service)	35.40
Dick's Repair (service)	111.32
Dunnage Garage (supplies)	200.00
Dutton Lainson (supplies)	1397.25
Eakes Office Solutions (supplies, contracts)	128.20
First Concord Benefits (service & fees)	320.00
Hamilton Information/COR (service)	1538.50
Heartland Disposal (service)	6005.69
Heritage Bank (Utility Bill ACH Fee) Dec 2023 fee	25.00
Ho. Co. Register of Deeds (service)	
Homestead Bank: Electrical Bucket Truck (fee)	8.00

Wire Fee	
Homestead Bank (fees)	28.40
Howard County Register of Deeds (fees)	10.00
Howard Greeley RPPD (utilities)	142712.15
Jack's Uniforms & Equip (uniforms)	398.55
Jim's Champlin (fuel)	2119.57
Menards (supplies)	121.00
Mid-Nebraska Disposal (service)	4529.91
Modern Marketing (supplies)	159.44
NE Dept of Revenue (Sales & Use Tax Dec 2023) tax	14671.92
Omaha World Herald (subscription)	325.00
One Call Concepts (service)	7.58
Open Caret (service)	200.00
Overdrive Inc (books)	289.81
Parts Bin (supplies)	223.65
Phonograph Herald (publish)	635.34
Pioneer Door (service)	342.00
Protective Equip Testing (service)	44.52
PSSI / Entech Pest Mgmt (service)	91.80
Quick Med Claims (service)	636.44
Robinson, Grady (reimbursement)	13.00
S E Smith & Sons (supplies)	5.48
Servi-Tech (lab)	168.00
SiteOne Landscape Supply (supplies)	4468.28
Smith Welding (service)	1773.76
Sparq Data Solutions (service)	4100.00
St. Paul Veterinary Clinic (fee)	105.00
Triple T Disposal (service)	247.90
U S Postal Service (postage)	343.00
U S Postal Service (postage)	525.00

Non-General Disbursements

Sales Tax: Chamber of Commerce annual funding	8000.00
Keno: H&H Express - freight for Pool floats to TX	1700.00
Light ICS #103217 to Light Checking 100027 (transfer) (for Electrical Bucket Truck Purchase)	107900.00
Sales Tax: Wroblewski & Gawrych - Release for Civic Center property	291.00

The St. Paul Civic Center (423 Howard Avenue) north exterior door required repairs to the automatic door opener. Island Glass Co., Grand Island, NE invoiced the Civic Center in the

amount of \$2,853 regarding the repairs. A discussion ensued on who should pay for the repairs of the door. The item was tabled until February 5, 2024 for more discussion.

Council member Schmid moved to approve the revised City of St. Paul Rural Economic Development Loan Grant (REDLG) Revolving Loan Fund Plan. The "Plan" is required for the new Howard County Medical Center REDLG application. The "Plan" will be emailed to the United States Department of Agriculture (USDA) in Kearney, NE. Council member Peters seconded the motion. Council members Kowalski, Schmid & Peters voted aye, nays none. Motion carried 3/0.

The "Outdoor Storage Container" ordinance was presented to the Mayor and Council members for their review to make changes, additions or deletions. The Planning Committee will have the first public hearing to review the "Outdoor Storage Container" regulations. The City Council will then have a public hearing once it is considered by the Planning Commission. All changes and suggestions need to be submitted to the Utilities Superintendent Matt Helzer.

Mayor Feeken identified his changes, additions and deletions to be made to the Municipal Code Book, Chapter One (1), Articles One (1) through Six (6). The City Office needs to prepare for an ordinance by Monday, March 4, 2024 for review and approval.

The removal or the addition of the previous Mayor, the new Mayor and Council President on the City's signature cards involving the Financial Institutions, NPAIT and NE Class was tabled until Monday, February 5, 2024; this is due to a Council President not being installed at tonight's meeting.

Utilities Superintendent Helzer was present to discuss the intersection at "M" Street and Nelson Street. This is located by the Pelc property at 1221 Nelson Street that has currently been purchased by Mr. Keith Harris. Utilities Superintendent Helzer requested to have a survey completed on the property. The survey shows that the City of St. Paul does not own the road at the curve, which is depicted as "Outlot A". Utilities Superintendent Helzer stated that the City needs to acquire this property, due to it being a road that has been maintained by the City for many years. Utilities Superintendent Helzer will contact Mr. Harris regarding the City acquiring the road if the City does the foot work and absorbs the legal cost of the project. City Clerk Beck will place the item back on the agenda for Monday, February 5, 2024.

The City Officials attending the 2024 Midwinter Conference at the Cornhusker Marriott Hotel, Lincoln, NE on February 26-27, 2024 consists of Mayor Feeken, City Clerk Beck, Council members Kowalski, Schmid and perhaps Brian Sack.

Utilities Superintendent Helzer provided updates from previous Council meetings: (1) new Fire Hall special meeting is scheduled for the later part of January 2024; (2) Verizon Tower lease payments; and (3) the Fiber Nebraska project – the project will commence in the spring, due to weather conditions.

Utilities Superintendent Helzer reported that snow equipment has been very hard to start due to the extreme cold weather.

Chief of Police Howard updates: Police Officer Sample had his surgery on Monday, January 8, 2024; he will be on light duty at the Police Dept. beginning Monday, January 22, 2024. A doctor's note will be provided to the City Office Staff.

Mayor Mike Feeken updates: (1) The City of St. Paul's Lottery Compliance Procedures Report from October 1, 2022, to September 30, 2023 can be reviewed at the City Offices; (2) City Clerk Beck is working on changing the Western Surety Bond regarding the new Mayor, Council President and City Council at Christensen Insurance; the City Office Staff Fidelity Bond is also being updated according to City title; (3) the City's Solar savings from May 2023 to November 2023 is in the amount of \$15,568; and (4) City will be taking Recycling Center Hay bids this year; the contract will be for three (3) years unless decided differently. Advertising in the Phonograph Herald will be in May 2024.

Mayor Feeken adjourned the City Council meeting at 8:24 p.m.

Date

Mike Feeken, Mayor

Connie Jo Beck, City Clerk/Deputy Treasurer

February 5, 2024 Disbursements

Gross Wages - January	98862.35
Amazon Capital (books)	1043.36
AT&T Mobility (service)	604.42
Automatic Systems Co (service)	240.00
Black Hills Energy (natural gas)	2894.04
Blue Cross Blue Shield of NE (insurance)	18420.28
Bomgaars (supplies)	2480.33
Cengage Learning (books)	31.99
Central Community College (education)	1241.00
Charter/Spectrum (service)	239.96
Christensen Insurance (insurance)	62.13
City Health Deductible Savings (insurance)	5445.00
City of St. Paul 125 Plan (insurance)	100.00
Construction Rental (supplies)	213.45
Consumer Deposit: Rental Deposit Polen (rental deposit)	150.00
Core & Main (supplies)	3130.01
Crescent Electric (supplies)	115.14
Custer County Recycling (Service)	18.60
Dick's Repair (service)	1331.76
Dutton Lainson (supplies)	225.18
Eakes Office Solutions (supplies, contract)	890.45
Elan Financial Services (postage, supplies, education, fuel)	6603.97
Farwell QRT (education)	390.00
Filter Care (service)	55.20
Hawkins Inc (chemicals)	1383.23
Heartland Disposal (service)	168.00
Heritage Bank: City Utility Billing ACH Fee (fee)	25.00
Howard Co. Register of Deeds (fee)	10.00
Howard Co. Treasurer (Dispatch Fee)	3158.54
Hydro Optimization (service)	532.50
Jarecke Motors (repair)	162.81
John Deere Financial (supplies)	24.94
Klanecky, Jamie (reimb)	35.00
League of NE Municipalities (education)	1605.00
MacQueen Equipment (supplies)	932.18
Madison Nat'l Life (insurance)	220.40
Midwest Service & Sales (service)	5197.55
Mutual of Omaha (insurance)	129.60
O'Reilly Auto Parts (supplies)	6.69
Petty Cash (supplies)	44.03
Platte Valley Communications (supplies, service)	4419.96
Power Plan (supplies)	2150.00
PSSI Pest Mgmt (service)	135.00
S E Smith & Sons (supplies)	125.36
Schaper & White (legal fees)	132.50
St Paul Public School (supplies, custodian)	2707.30

Stanteiski Junk & Waste (abatement)	1920.00
State of NE Central Svcs (telephone)	38.34

Non-General Disbursements

Keno: NE Dept Revenue: 2% Gross: Oct-Dec 2023	4796.00
Fire Station Construction Checking: JEO Consulting Group Inc. (engineering)	12637.50
NPAIT Fire Station Construction 23251-201 to Fire Station Construction Checking (transfer)	100000.00
TIF: S. Squared Enterprises: TIF #8663 (tif)	4918.56
TIF: City of St. Paul (MAD Dev. 1/2 Share #8670) (tif)	1377.28
TIF: MAD Dev. (MAD Dev. 1/2 Share #8670) (tif)	1377.28
Sales Tax: Street: Mtr Veh Tax: Nov. 2023 Proceeds (Mtr Veh T:	3179.37
Sales Tax: Fire Station: Nov. 2023 Proceeds (Fire Station)	17765.24
Sales Tax: 25% Infrastructure: Nov. 2023 Proceeds (25% Infrast)	8882.62
TIF: TIF Check Order (check order)	14.42
Sales Tax: (SPDC) Middle Loup Subd. Design & Plat (engineering fees)	10383.56
Sales Tax Fire Station Proceeds to Npait (Ambulance): Reimbursement for the Fire Station Loan Payment on November 15, 2023 (Note Pymt Funds ALL came from the Npait (Ambulance) (Funds Transfer)	61556.50
Sales Tax: 25% Infrastructure: RVW - GIS mapping	800.00

***Check Detail Register©**

Batch: Disb Feb5 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
11100 CHECKING					
70656	02/05/24	AMAZON CAPITAL SERVICES			
E 44-20-242		BOOKS	\$20.98	14LV-3HGX-	Lib - books
E 44-20-242		BOOKS	\$25.60	17KM-1X4P-	Lib - books
E 44-20-242		BOOKS	\$74.18	19VV-RFPD-	Lib - books
E 44-20-242		BOOKS	\$207.18	1DHR-D4JX-	Lib - books
E 44-20-242		BOOKS	\$194.93	1G3F-CK7V-	Lib - books
E 44-20-242		BOOKS	\$233.56	1KXG-NKDX-	Lib - books
E 44-20-242		BOOKS	\$227.85	1NG7-1J6L-K	Lib - books
E 44-20-242		BOOKS	\$20.05	1NQD-1MFT-	Lib - books
E 44-20-242		BOOKS	\$20.28	1Q3W-YKHY	Lib - books
E 44-20-242		BOOKS	\$8.76	1V94-7FQ1-J	Lib - books
E 44-20-242		BOOKS	\$9.99	1V99-9W1W-	Lib - books
		Total	\$1,043.36		
70657	02/05/24	AT&T MOBILITY			
E 32-20-220		COMMUNICATION	\$218.74		Pol - adjusted charge for March-May 2023 invoices for phones & tablets
E 32-20-220		COMMUNICATION	\$345.64	12282023	Pol - cell phones & tablets for vehicles
E 03-20-220		COMMUNICATION	\$40.04	12282023	Swr - WWTP internet
		Total	\$604.42		
70658	02/05/24	AUTOMATIC SYSTEMS CO			
E 03-20-270		UTILITY R & M	\$240.00	41068	Swr - trouble shoot control panel at main lift station
		Total	\$240.00		
70659	02/05/24	BLACK HILLS ENERGY			
E 02-20-262		BLACKHILLS GAS	\$48.61		Wtr - well house natural gas
E 02-20-262		BLACKHILLS GAS	\$43.90		Wtr - Well #9 natural gas
E 02-20-262		BLACKHILLS GAS	\$603.89		Wtr - WTP natural gas
E 41-20-262		BLACKHILLS GAS	\$38.91		Pool - natural gas
E 31-20-262		BLACKHILLS GAS	\$882.25		Fire - natural gas
E 21-20-262		BLACKHILLS GAS	\$683.17		Strs - North yards natural gas
E 44-20-262		BLACKHILLS GAS	\$593.31		Lib - natural gas
		Total	\$2,894.04		
70660	02/05/24	BLUE CROSS BLUE SHIELD OF NE			
E 02-10-130		INSURANCE	\$3,467.36	3712299	Wtr - health insurance
E 10-10-130		INSURANCE	\$2,763.04	3712299	Gen - health insurance
E 01-10-130		INSURANCE	\$2,221.27	3712299	Lgts - health insurance
E 42-10-130		INSURANCE	\$1,571.14	3712299	Park - health insurance
E 32-10-130		INSURANCE	\$3,142.28	3712299	Pol - health insurance
E 21-10-130		INSURANCE	\$3,142.28	3712299	Strs - health insurance
E 03-10-130		INSURANCE	\$2,112.91	3712299	Swr - health insurance
		Total	\$18,420.28		
70661	02/05/24	BOMGAARS SUPPLY INC			
E 01-20-272		TOOLS	\$128.39	43983935	Lgts - ladder for #40W
E 03-20-272		TOOLS	\$59.98	43983937	Swr - ratcheting wrench set
E 03-20-270		UTILITY R & M	\$10.98	43983937	Swr - cleaner, microfiber cloths

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 02-20-270		UTILITY R & M	\$66.77	43983938	Wtr - cleaners, pumice sticks, shop towels, air freshners, toilet bowl brush
E 02-20-272		TOOLS	\$32.09	43983938	Wtr - ratcheting wrench set
E 01-20-270		UTILITY R & M	\$10.68	43984020	Lgts - Inkzall marker and pen
E 03-20-270		UTILITY R & M	\$34.99	43984192	Swr - extension cord
E 03-20-270		UTILITY R & M	\$3.38	43984204	Swr - eye bolts for Lift station grinder
E 01-20-270		UTILITY R & M	\$32.72	43984330	Lgts - wire connectors, prolatch 3500 stow
E 21-20-231		CITY GAS & OIL	\$109.78	43984341	Strs - gear lube, grease
E 21-20-270		UTILITY R & M	\$9.99	43984341	Strs - shop towels
E 03-20-270		UTILITY R & M	\$13.28	43984519	Swr - funnel, pail
E 21-20-231		CITY GAS & OIL	\$84.99	43984535	Strs - gear lube
E 01-20-272		TOOLS	\$17.11	43984538	Lgts - ratchet strap
E 01-20-270		UTILITY R & M	\$58.58	43984644	Lgts - receptacle, switch box, wall plate, wire for new receptacle in Police Dept office
E 03-20-270		UTILITY R & M	\$7.14	43985099	Swr - No Hunting/Trespassing sign for WWTP
E 42-20-270		UTILITY R & M	\$109.99	43986467	Park - battery for UTV
E 31-50-540		MACH & EQUIPMENT	\$108.17	43986485	Fire - shovel, twisted clevis, flashlight
E 03-50-540		MACH & EQUIPMENT	\$59.98	43986490	Swr - tow ropes
E 21-20-270		UTILITY R & M	\$65.94	43986522	Strs - ice melt for City office
E 01-20-272		TOOLS	\$17.09	43986542	Lgts - wrenches
E 34-50-550		IMPROVEMENTS	\$203.97	43986800	Cem - plastic chain for fencing
E 03-20-520		BLDG/ R & M	\$29.99	43986832	Swr - floor mat
E 01-20-270		UTILITY R & M	\$10.68	43987156	Lgts - air freshners
E 01-20-272		TOOLS	\$121.96	43987390	Lgts - impact driver, toughcase for bucket truck
E 31-20-270		UTILITY R & M	\$55.96	43987868	Fire - floor dry
E 32-20-272		TOOLS	\$6.99	43988059	Pol - network cable
E 01-20-270		UTILITY R & M	\$30.77	43988714	Lgts - fasteners, Seafoam motor tuneup
E 31-20-270		UTILITY R & M	\$15.65	43988928	Fire - antifreeze, nuts & bolts
E 42-20-270		UTILITY R & M	\$17.48	43989053	Park - toggle switch, bar & chain oil
E 21-20-271		VEHICLE R & M	\$4.98	43990165	Strs - windshield solvent for Street vehicles
E 03-20-272		TOOLS	\$12.88	43990484	Swr - shovel
E 03-20-270		UTILITY R & M	\$21.99	43990637	Swr - torch kit
E 21-20-231		CITY GAS & OIL	\$119.98	43990702	Strs - hydraulic oil
E 42-20-270		UTILITY R & M	\$10.16	43991166	Park - air freshner, hose couplings
E 01-20-272		TOOLS	\$24.60	43991196	Lgts - gloves
E 01-20-270		UTILITY R & M	\$6.94	43991222	Lgts - coupling for blue generator
E 21-20-270		UTILITY R & M	\$73.98	43991354	Strs - coupling, linchpin
E 21-20-270		UTILITY R & M	\$42.99	43991368	Strs - coupling
E 21-20-271		VEHICLE R & M	\$48.95	43991398	Strs - #10 RainX, shop towels, propane fuel, oscillating fan
E 21-20-271		VEHICLE R & M	\$13.99	43991635	Strs - #44 diesel fuel supplement
E 31-20-272		TOOLS	\$524.95	43992291	Fire - reciprocating saw, battery, ball mount, hitch pin, tool bag
E 31-20-272		TOOLS	\$38.47	43992292	Fire - poly tarps
		Total	\$2,480.33		
70662	02/05/24	CENGAGE LEARNING INC / GALE			
E 44-20-242		BOOKS	\$31.99	83186196	Lib - books
		Total	\$31.99		
70663	02/05/24	CENTRAL COMM. COLLEGE G.I.			

CITY OF ST PAUL

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 36-20-210		PROF&SCHOOLS	\$1,172.00	1973875	EMS - EMT training for Marcus Paczosa
E 36-20-210		PROF&SCHOOLS	\$69.00	1973878	EMS - BLS provider training for Marcus Paczosa
		Total	\$1,241.00		
70664	02/05/24	CHARTER/SPECTRUM			
E 31-20-220		COMMUNICATION	\$129.98	17621670101	Fire - internet service
E 10-20-220		COMMUNICATION	\$109.98	17621670101	Gen - internet service
		Total	\$239.96		
70665	02/05/24	CHRISTENSEN INSURANCE			
E 10-20-250		CITY INSURANCE	\$62.13	2410	Gen - surety bonds
		Total	\$62.13		
70666	02/05/24	CITY HEALTH DEDUCTIBLE SAVINGS			
E 42-10-130		INSURANCE	\$363.00		Park - health reimbursement
E 03-10-130		INSURANCE	\$1,089.00		Swr - health reimbursement
E 01-10-130		INSURANCE	\$726.00		Lgts - health reimbursement
E 21-10-130		INSURANCE	\$726.00		Strs - health reimbursement
E 02-10-130		INSURANCE	\$1,089.00		Wtr - health reimbursement
E 10-10-130		INSURANCE	\$726.00		Gen - health reimbursement
E 32-10-130		INSURANCE	\$726.00		Pol - health reimbursement
		Total	\$5,445.00		
70667	02/05/24	CITY OF ST PAUL 125 PLAN			
E 02-10-130		INSURANCE	\$30.00		Wtr - life insurance
E 03-10-130		INSURANCE	\$20.00		Swr - life insurance
E 21-10-130		INSURANCE	\$20.00		Strs - life insurance
E 10-10-130		INSURANCE	\$20.00		Gen - life insurance
E 42-10-130		INSURANCE	\$10.00		Park - life insurance
		Total	\$100.00		
70668	02/05/24	CONSTRUCTION RENTAL GI			
E 31-20-270		UTILITY R & M	\$213.45	478535-3	Fire - bar and chains for chainsaw
		Total	\$213.45		
70669	02/05/24	CORE & MAIN			
E 02-20-269		Water Meters	\$3,130.01	U246665	Wtr - water meters, ltron cable
		Total	\$3,130.01		
70670	02/05/24	CRESCENT ELECTRIC SUPPLY CO.			
E 42-20-520		BLDG/ R & M	\$115.14	S512039025.	Park - replacement LED bulbs for Park shop
		Total	\$115.14		
70671	02/05/24	CUSTER COUNTY RECYCLING			
E 04-20-325		Recycle Delivery	\$18.60	594	Lndfl - recycling trailer
		Total	\$18.60		
70672	02/05/24	DICKS REPAIR			
E 04-20-271		VEHICLE R & M	\$571.12	34869	Lndfl - #2 oil change, replace oil pan gasket
E 42-20-271		VEHICLE R & M	\$760.64	34918	Park - #11 replace throttle body and connector, replace oxygen sensor

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$1,331.76		
70673	02/05/24	DUTTON-LAINSON CO.			
E 01-20-272		TOOLS	\$225.18	890106-1	Lgts - probe to connect to electric meters
Total			\$225.18		
70674	02/05/24	EAKES OFFICE SOLUTIONS			
E 32-30-310		OFFICE SUPPLIES	\$100.43	8862162-0	Pol - legal pads, stackable trays, staplers, tape dispenser, speakers
E 32-30-310		OFFICE SUPPLIES	\$111.46	8862165-0	Pol - clipboard, cork board
E 01-20-520		BLDG/ R & M	\$189.21	INV523497	Lgts - copier contract (10/25/23 to 1/24/24)
E 02-20-520		BLDG/ R & M	\$189.20	INV523497	Wtr - copier contract (10/25/23 to 1/24/24)
E 03-20-520		BLDG/ R & M	\$189.20	INV523497	Swr - copier contract (10/25/23 to 1/24/24)
E 10-20-520		BLDG/ R & M	\$110.95	INV523498	Gen - Police copier contract (10/25/23 to 1/24/24)
Total			\$890.45		
70675	02/05/24	ELAN FINANCIAL SERVICES			
E 32-20-210		PROF&SCHOOLS	\$31.14	0233	Pol - meals for trip to Sioux City for Chief Howard, Officer Holmes
E 10-20-310		OFFICE SUPPLIES	\$169.06	0667	Gen - floor mat for council chambers & city office
E 03-20-310		OFFICE SUPPLIES	\$84.53	0667	Swr - floor mat
E 32-30-310		OFFICE SUPPLIES	\$11.24	1414	Pol - kleenex, air freshner
E 01-20-313		POSTAGE	\$88.00	1458	Lgts - postage
E 02-20-313		POSTAGE	\$88.00	1458	Wtr - postage
E 03-20-313		POSTAGE	\$88.00	1458	Swr - postage
E 32-20-272		TOOLS	\$42.99	2178	Pol - wireless antenna for DUI room
E 32-20-272		TOOLS	\$32.29	2334	Pol - batteries for optics on rifles
E 32-20-271		VEHICLE R & M	\$5.00	2417	Pol - car wash
E 32-20-272		TOOLS	\$53.74	2438	Pol - desk
E 31-20-210		PROF&SCHOOLS	\$38.50	4199	Fire - Les Lukert Conf banquet for Nicholas Meyer
E 32-20-210		PROF&SCHOOLS	\$225.00	4758	Pol - Ivory Tower training for Mayor Bergman
E 31-20-210		PROF&SCHOOLS	\$280.00	4991	Fire - Les Lukert Conf registration for Nicholas Meyer
E 10-20-310		OFFICE SUPPLIES	\$147.28	5297	Gen - tab dividers, legal pads, prong bases, rubber bands
E 32-20-271		VEHICLE R & M	\$30.58	6009	Pol - fuel for trip to Sioux City for uniforms
E 01-20-270		UTILITY R & M	\$4,377.55	6710	Lgts - surge protection devices
E 01-20-266		DocuSend Fee	\$7.49	6720	Lgts - fee to email utility bills
E 42-20-210		PROF&SCHOOLS	\$95.00	6735	Park - pesticide safety certification for Randy Jerabek
E 32-20-272		TOOLS	\$29.01	7224	Pol - wall clock
E 34-20-270		UTILITY R & M	\$127.96	7254	Cem - portable fuel tank
E 03-20-310		OFFICE SUPPLIES	\$91.44	7254	Swr - floor mats
E 01-20-310		OFFICE SUPPLIES	\$37.20	7254	Lgts - strapping tape
E 10-20-310		OFFICE SUPPLIES	\$74.71	7254	Gen - floor mat
E 32-20-210		PROF&SCHOOLS	\$225.00	7292	Pol - Ivory Tower training for Chief Howard
E 10-20-313		POSTAGE	\$42.80	8421	Gen - postage for rezoning notices
E 32-20-272		TOOLS	\$10.81	9060	Pol - cleaning supplies
E 10-20-310		OFFICE SUPPLIES	\$9.74	9315	Gen - calculator ribbons
E 03-20-270		UTILITY R & M	\$59.91	9387	Swr - syringe filter
Total			\$6,603.97		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
70676	02/05/24	FARWELL QRT			
E 36-20-210		PROF&SCHOOLS	\$390.00		EMS - HCP CPR training for 6 EMT's
		Total	\$390.00		
70677	02/05/24	FILTER CARE			
E 21-20-271		VEHICLE R & M	\$55.20	131036	Strs - #45 and #48 filter cleaning
		Total	\$55.20		
70678	02/05/24	HAWKINS INC			
E 03-20-274		CHEMICALS	\$901.32	6668788	Swr - coagulant for WWTP
E 03-20-274		CHEMICALS	\$377.06	6677986	Swr - coagulant for WWTP
E 03-20-274		CHEMICALS	\$104.85	6677988	Swr - coagulant for WWTP
		Total	\$1,383.23		
70679	02/05/24	HEARTLAND DISPOSAL INC			
E 31-20-520		BLDG/ R & M	\$42.00	201744	Fire - sanitation disposal (Dec)
E 04-20-521		GROUND / R & M	\$42.00	201744	Lndfl - sanitation disposal from City office (Dec)
E 31-20-520		BLDG/ R & M	\$42.00	203522	Fire - sanitation disposal (Jan)
E 04-20-521		GROUND / R & M	\$42.00	203522	Lndfl - sanitation disposal from City office (Jan)
		Total	\$168.00		
70680	02/05/24	HOWARD CO REGISTER OF DEEDS			
E 10-20-216		RECORDING FEE	\$10.00		Gen - Release of Utility Lien (Welch)
		Total	\$10.00		
70681	02/05/24	HOWARD COUNTY TREASURER (CCCC)			
E 32-20-214		DISPATCHER	\$3,158.54		Pol - dispatcher pay
		Total	\$3,158.54		
70682	02/05/24	HYDRO OPTIMIZATION & AUTOMATIO			
E 02-20-309		COMPUTER	\$532.50	11629	Wtr - screen connect hosting service for 2024
		Total	\$532.50		
70683	02/05/24	JARECKE MOTORS INC			
E 31-20-271		VEHICLE R & M	\$162.81	15375	Fire - #50 battery
		Total	\$162.81		
70684	02/05/24	JOHN DEERE FINANCIAL			
E 21-20-271		VEHICLE R & M	\$24.94	3728282	Strs - #10 hydraulic fitting caps
		Total	\$24.94		
70685	02/05/24	KLANECKY, JAMIE			
E 21-20-210		PROF&SCHOOLS	\$35.00		Strs - reimburse difference in cost of CDL vs drivers license
		Total	\$35.00		
70686	02/05/24	LEAGUE OF NEBRASKA MUNICIPALIT			
E 10-20-210		PROF&SCHOOLS	\$330.00		Gen - Conference registration for Mike Feeken
E 10-20-210		PROF&SCHOOLS	\$425.00		Gen - Conference registration for Connie Jo Beck
E 10-20-210		PROF&SCHOOLS	\$425.00		Gen - Conference registration for Katie Kowalski
E 10-20-210		PROF&SCHOOLS	\$425.00		Gen - Conference registration for Chuck Schmid

***Check Detail Register©**

Batch: Disb Feb5 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$1,605.00		
70687	02/05/24	MACQUEEN EQUIPMENT			
E 21-20-271		VEHICLE R & M	\$932.18	P12337	Strs - #13 wire and segments for gutter broom
Total			\$932.18		
70688	02/05/24	MADISON NATIONAL LIFE			
E 42-10-130		INSURANCE	\$11.02	1604321	Park - life insurance
E 03-10-130		INSURANCE	\$33.06	1604321	Swr - life insurance
E 01-10-130		INSURANCE	\$33.06	1604321	Lgts - life insurance
E 21-10-130		INSURANCE	\$22.04	1604321	Strs - life insurance
E 02-10-130		INSURANCE	\$33.06	1604321	Wtr - life insurance
E 10-10-130		INSURANCE	\$22.04	1604321	Gen - life insurance
E 32-10-130		INSURANCE	\$66.12	1604321	Pol - life insurance
Total			\$220.40		
70689	02/05/24	MIDWEST SERVICE AND SALES CO.			
E 21-20-271		VEHICLE R & M	\$5,197.55	34913	Strs - wear plates and hardware for #7, #10, #48, and #4D
Total			\$5,197.55		
70690	02/05/24	MUTUAL OF OMAHA			
E 42-10-130		INSURANCE	\$7.20	1647447495	Park - life insurance
E 03-10-130		INSURANCE	\$21.60	1647447495	Swr - life insurance
E 01-10-130		INSURANCE	\$21.60	1647447495	Lgts - life insurance
E 21-10-130		INSURANCE	\$14.40	1647447495	Strs - life insurance
E 02-10-130		INSURANCE	\$21.60	1647447495	Wtr - life insurance
E 10-10-130		INSURANCE	\$14.40	1647447495	Gen - life insurance
E 32-10-130		INSURANCE	\$28.80	1647447495	Pol - life insurance
Total			\$129.60		
70691	02/05/24	OREILLY AUTO PARTS			
E 42-20-271		VEHICLE R & M	\$6.69	395-180068	Park - #9 tail light socket
Total			\$6.69		
70692	02/05/24	PETTY CASH, CITY OF ST PAUL			
E 01-20-310		OFFICE SUPPLIES	\$22.03		Lgts - bath tissue, kleenex for City office
E 02-20-310		OFFICE SUPPLIES	\$22.00		Wtr - bath tissue, kleenex for City office
Total			\$44.03		
70693	02/05/24	PLATTE VALLEY COMM, INC.			
E 32-20-272		TOOLS	\$489.00	12400081	Pol - scanner
E 32-20-272		TOOLS	\$3,930.96	42300161	Pol - installation of radio and in-car repeater at courthouse
Total			\$4,419.96		
70694	02/05/24	POWERPLAN			
E 21-50-540		MACH & EQUIPMENT	\$2,150.00	2158163	Strs - JRB attachment for loaders
Total			\$2,150.00		
70695	02/05/24	PSSI PEST SERVICES			
E 02-20-520		BLDG/ R & M	\$43.20	287581	Wtr - pest management at WTP

***Check Detail Register©**

Batch: Disb Feb5 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 10-20-520		BLDG/ R & M	\$48.60	287582	Gen - pest management at City office
E 03-20-520		BLDG/ R & M	\$43.20	287845	Swr - pest management at WWTP
		Total	\$135.00		
70696	02/05/24	S E SMITH AND SONS			
E 10-20-310		OFFICE SUPPLIES	\$15.96	666220	Gen - replacement glass for picture frame
E 31-20-270		UTILITY R & M	\$93.96	666416	Fire - plywood to patch access holes after house fire
E 31-20-520		BLDG/ R & M	\$5.48	666469	Fire - key cutting
E 42-20-520		BLDG/ R & M	\$9.96	666516	Park - key cutting for Park shop bldg
		Total	\$125.36		
70697	02/05/24	SCHAPER & WHITE			
E 32-20-212		LEGAL FEES	\$35.00		Pol - opinion on nuisance issue
E 01-20-212		LEGAL FEES	\$97.50		Lgts - Hold Harmless Agmt re: surge protector
		Total	\$132.50		
70698	02/05/24	ST PAUL PUBLIC SCHOOL			
E 44-20-117		JANITOR	\$2,250.00		Lib - custodial services (Oct-Dec 2023)
E 01-20-310		OFFICE SUPPLIES	\$228.65		Lgts - 5 boxes of copy paper
E 02-20-310		OFFICE SUPPLIES	\$228.65		Wtr - 5 boxes of copy paper
		Total	\$2,707.30		
70699	02/05/24	STANTEISKI JUNK & WASTE REMOVAL			
E 10-20-273		PUBLIC MAINTENANCE	\$1,920.00	1046	Gen - nuisance abatement at 1220 Farnum
		Total	\$1,920.00		
70700	02/05/24	STATE OF NEBRASKA CENTRAL SERV			
E 42-20-220		COMMUNICATION	\$19.17	1409277	Park - telephone service
E 41-20-220		COMMUNICATION	\$19.17	1409277	Pool - telephone service
		Total	\$38.34		
		11100	\$71,015.20		

***Check Detail Register©**

Batch: Disb Feb5 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
---------	------------	-------------	--------	---------	---------

Fund Summary

11100 CHECKING

01 LIGHTS			\$8,734.26		
02 WATER			\$9,669.84		
03 SEWER			\$5,750.71		
04 LANDFILL			\$673.72		
10 GENERAL			\$7,871.69		
21 STREETS			\$13,578.33		
31 FIREMEN			\$2,633.63		
32 POLICE			\$13,056.76		
34 CEMETERY			\$331.93		
36 AMBULANCE			\$1,631.00		
41 POOL			\$58.08		
42 PARK			\$3,106.59		
44 LIBRARY			\$3,918.66		
			<hr/>		
			\$71,015.20		

MIKE FEEKEN, MAYOR

HOUSING AUTHORITY OF THE CITY OF ST. PAUL, PO BOX 86, ST. PAUL, NE 68873
JEAN HARLOW, EXECUTIVE DIRECTOR
TEL: 308-754-5251, FAX: 308-754-4669, E-MAIL:
DIRECTOR@HOUSINGSTPAUL.COM
TDD 1-800-833-7352

"This institution is an equal opportunity provider and employer"



January 29, 2024

The Honorable Mayor Mike Feeken
704 6th Street
St. Paul, NE 68873

Appointment of Commissioner for Housing Authority Board

Dear Mayor Feeken:

The opening for Commissioner will replace Mike Feeken due to his new position as Mayor. Mr. Feeken has served since December 2016.

Mr. Parker Klinginsmith has agreed to accept an appointment to the Board of Commissioners to complete Mr. Feeken's term of office until November 30, 2025.

We hereby request that you appoint Mr. Klinginsmith effective February 2024.

Please contact me, should you require any further information.

Sincerely,

A handwritten signature in cursive script that reads "Jean Harlow".

Jean Harlow
Executive Director

The St. Paul Civic Center (423 Howard Avenue) north exterior door required repairs to the automatic door opener. Island Glass Co., Grand Island, NE invoiced the Civic Center in the amount of \$2,853 regarding the repairs. A discussion ensued on who should pay for the repairs. The item will be tabled until February 5, 2024 for more explanation.

Island Glass Company
 355 N Elm Street
 Grand Island, NE 68801
 308-382-2612

Invoice

DATE	INVOICE #
1/2/2024	R 15928

BILL TO
St Paul Civic Center 411 Howard Ave St Paul, NE 68873

JOB
North side Door

P.O. NO.	TERMS
matt	30days

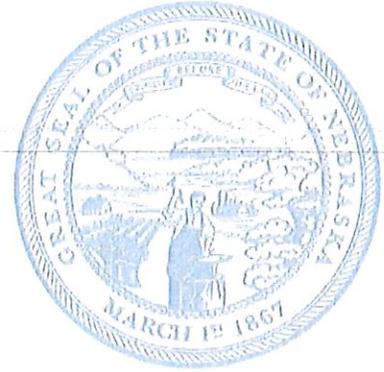
ITEM	QUANTITY	DESCRIPTION	RATE	LIST	AMOUNT
motor/gear ...	1	Stanley Magic Force automatic door motor/gearbox installed	1,764.00		1,764.00
Control box	1	stanley control box installed	774.00		774.00
Labor	1	Labor	235.00		235.00
Service call	1	Service Call	45.00		45.00
UP S	1	UPS	35.00		35.00

Subtotal	\$2,853.00
Sales Tax (7.5%)	\$0.00
Total	\$2,853.00
Balance Due	\$2,853.00

Please Pay From This Invoice. No Statement
 Will Be Sent.

A 6% fee will be added for credit or debit card
 payments over \$500.

Phone #	Fax #
308-382-2612	308-382-2619



Pete Ricketts, Governor

LEASE AGREEMENT - ADDENDUM #7

This Lease Agreement - Addendum #7, hereinafter this "Addendum," by and between **City of St. Paul**, as "Lessor," and **Department of Administrative Services, State Building Division**, as "Lessee," acting on behalf of **Nebraska State Patrol**, as "Tenant Agency," for office space located at:

956 13th Ave
St. Paul, NE 68873-3403

WHEREAS, Lessor and Lessee entered into that certain Lease Agreement, commencing March 1, 2007 and ending February 28, 2009; renewed with Addendum #1 for a four year period, commencing March 1, 2003 and ending February 28, 2007; renewed with Addendum #2 for a two year period, commencing March 1, 2007 and ending February 28, 2009; renewed with Addendum #3 for a five year period, commencing on March 1, 2009 and ending February 28, 2014; renewed with Addendum #4 for a three year period, commencing on March 1, 2014 and ending February 28, 2017; renewed with Addendum #5 for a three year period, commencing on March 1, 2017 and ending February 28, 2020; and modified by addendum #6 for a two year period, commencing on March 1, 2020 and ending February 28, 2022; and

WHEREAS, Lessor and Lessee agree to renew the Term of this Lease; and

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties amend this Lease, as follows:

AGREEMENT

1. As to Section 2. **TERM**, the Term of this Lease shall be renewed for a two (2) year renewal period commencing March 1, 2022 and ending on February 29, 2024.

2. As to Section 3. **RENTAL**, the following language shall be inserted at the end of Section 3., as follows:

"The payment schedule for the renewed Term of this Lease shall be as follows:"

Lease Term	SF	Rate	Annual Rent	Monthly Rent
March 1, 2022 – February 29, 2024	1,440	\$2.08	\$3,000.00	\$250.00
TOTAL	1,440	\$2.08	\$3,000.00	\$250.00

3. **NO OTHER CHANGES.** Unless expressly amended hereby, all other terms and conditions contained in this Lease shall remain unchanged and in full force and effect, and are hereby ratified and confirmed. To the extent of any conflict between the provisions hereof and this Lease, the provisions of this Addendum shall govern and control and shall be binding on and shall inure to the benefit of the parties hereto and their respective successors and assigns.

4. EFFECTIVE DATE. This Addendum shall be effective as of March 1, 2022.

5. ENTIRE AGREEMENT. This Addendum constitutes the entire and integrated agreement between Lessor and Lessee relating to the subject matter of this Addendum and supersedes all prior understandings, agreements, or representations, between the parties, written or oral, to the extent they relate in any way to the subjects of this Lease.

6. COUNTERPARTS. This Addendum shall be executed in duplicate original, each of which shall be deemed to be an original, but both of which, together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Addendum as of the day and year last below written.

LESSEE:



Michelle Potts, Administrator
Administrative Services, State Building Division

2/19/2022

Date

LESSOR:



Joel Bergman
Mayor, City of St. Paul

2.10.22

Date

ACKNOWLEDGMENT

STATE OF NEBRASKA, COUNTY OF Howard

The foregoing instrument was acknowledged before me this 10th day of February 2022 by Joel Bergman, Mayor, on behalf of the City of St. Paul, a Nebraska municipal corporation.



Affix seal here.



Notary Public Signature

RE: Homestead Bank

Dated: Wednesday, January 17, 2024

I, Connie Jo Beck, City Clerk/Deputy Treasurer hereby request to REMOVE Joel M. Bergman from all City Accounts as listed below and ADD _____ as the new Council President to the City of St. Paul, NE account signature cards list below (see January 16, 2024 minutes).

Thank you. Connie Jo Beck

Account Number City Account Title

300-100-027 City of St. Paul General Homestead Bank

Signature Card Names

- Mike Feeken, Mayor
- Connie Jo Beck, City Clerk/ Deputy Treasurer
- Laura Berthelsen, Deputy Treasurer
- Sally Einspahr, City Treasurer
- _____, Council President
- Liana Wroblewski, Utility Clerk
- Kristi Fousek, Payroll Clerk

Signature Card Names RE: Names Below:

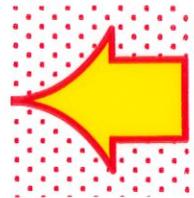
- Mike Feeken, Mayor
- Connie Jo Beck, City Clerk/ Deputy Treasurer
- Laura Berthelsen, Deputy Treasurer
- Sally Einspahr, City Treasurer
- _____, Council President

3000-5482-7	City Recreational Trail	Homestead Bank
300-300-277	City Sales Tax Checking	Homestead Bank
300-300-749	City St. Paul Civic Center	Homestead Bank
300-301-465	City REDLG	Homestead Bank
300-303-057	City Amer Rescue Plan (ARP)	Homestead Bank

300-504-189	City Water M. Mkt	Homestead Bank
300-504-409	City Keno M. Mkt	Homestead Bank
300-504-420	City Sales Tax M. Mkt	Homestead Bank
300-504-442	City Pool M. Mkt	Homestead Bank
300-504-805	City General M. Mkt	Homestead Bank
300-504-849	City Sewer M. Mkt	Homestead Bank
300-504-860	City Police M. Mkt	Homestead Bank
300-504-882	City Senior Center M. Mkt	Homestead Bank
300-504-915	City Street Brick M. Mkt	Homestead Bank
300-504-970	City Library M. Mkt	Homestead Bank
300-504-981	City Light M. Mkt	Homestead Bank
300-504-992	City Fire M. Mkt	Homestead Bank
300-505-003	City Ambulance M. Mkt	Homestead Bank
300-505-014	City Street M. Mkt	Homestead Bank
300-505-025	City Park M. Mkt	Homestead Bank
300-505-036	City TIF M. Mkt	Homestead Bank
300-505-168	City Elmwood Cemetery Found.	Homestead Bank
300-505-179	City Civic Center Sinking M. Mkt	Homestead Bank

Connie Jo Beck, City Clerk/Deputy Treasurer

Mike Feeken, Mayor



RE: Citizens Bank & Trust

Dated: Wednesday, January 17, 2024

I, Connie Jo Beck, City Clerk/Deputy Treasurer hereby request to REMOVE Joel M. Bergman from ALL City Accounts as listed below and ADD _____ as the new City President to the City of St. Paul, NE account signature cards listed below (see January 16, 2024 minutes).

Thank you. **Connie Jo Beck**

Account Number **City Account Title**

102-342 **City 25% Infrastructure** **Citizens Bank**

Mike Feeken, Mayor
Connie Jo Beck, City Clerk/ Deputy Treasurer
Laura Berthelsen, Deputy Treasurer
Sally Einspahr, City Treasurer
_____, **Council President**

102-407 **City 125 Plan** **Citizens Bank**

Mike Feeken, Mayor
Connie Jo Beck, City Clerk/ Deputy Treasurer
Laura Berthelsen, Deputy Treasurer
Sally Einspahr, City Treasurer
_____, **Council President**
Liana Wroblewski, Utility Clerk
Kristie M Fousek, Payroll Clerk

102-415 **City Consumer Deposit** **Citizens Bank**

Mike Feeken, Mayor
Connie Jo Beck, City Clerk/ Deputy Treasurer
Laura Berthelsen, Deputy Treasurer
Sally Einspahr, City Treasurer
_____, **Council President**
Liana Wroblewski, Utility Clerk

102-482 City Health Deductible Citizens Bank

Mike Feeken, Mayor
Connie Jo Beck, City Clerk/ Deputy Treasurer
Laura Berthelsen, Deputy Treasurer
Sally Einspahr, City Treasurer
_____, **Council President**
Liana Wroblewski, Utility Clerk
Kristi Fousek, Payroll Clerk

753-122 City Elmwood Cemetery Savings Citizens Bank

Mike Feeken, Mayor
Connie Jo Beck, City Clerk/ Deputy Treasurer
Laura Berthelsen, Deputy Treasurer
Sally Einspahr, City Treasurer
_____, **Council President**
Liana Wroblewski, Utility Clerk

772-682 City Park Aluminum Savings Citizens Bank

Mike Feeken, Mayor
Connie Jo Beck, City Clerk/ Deputy Treasurer
Laura Berthelsen, Deputy Treasurer
Sally Einspahr, City Treasurer
_____, **Council President**
Matthew Helzer, Utilities Superintendent

#103667 Fire Station Sales Tax Proceeds Citizens Bank

Mike Feeken, Mayor
Connie Jo Beck, City Clerk/ Deputy Treasurer
Laura Berthelsen, Deputy Treasurer
Sally Einspahr, City Treasurer
_____, **Council President**
Matthew Helzer, Utilities Superintendent

#103683 Fire Station Construction Citizens Bank

Mike Feeken, Mayor
Connie Jo Beck, City Clerk/ Deputy Treasurer
Laura Berthelsen, Deputy Treasurer
Sally Einspahr, City Treasurer
_____, **Council President**
Matthew Helzer, Utilities Superintendent

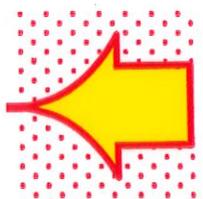
Please See ICS Accounts Next Page

<u>ICS's</u>	<u>City Account Title</u>	<u>Signature Card Names</u>
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103217	Light ICS	Mike Feeken, Mayor
103225	Water ICS	Connie Jo Beck, City Clerk/ Deputy Treasurer
103241	Sewer ICS	Laura Berthelsen, Deputy Treasurer
103209	General ICS	Sally Einspahr, City Treasurer
103233	Building ICS	_____, Council President
103349	Street ICS	
103268	Fire ICS	
103292	Police ICS	
103446	Cemetery ICS	
103276	Ambulance ICS	
103438	Pool ICS	
103284	Park ICS	
103365	Library ICS	
103314	Keno ICS	
103373	Senior Center ICS	
103381	REDLG ICS	
102342	25% Infrastructure ICS	
103462	Sales Tax ICS	
102482	Health Deductible	

Connie Jo Beck, City Clerk/Deputy Treasurer

Mike Feeken, Mayor



Heritage Bank

NEW ACCOUNT APPLICATION

Thank you for your interest in banking with us! In an effort to get to know you better, we ask that you complete the information below and sign where indicated. We are pleased to have you as a new customer, and we look forward to providing you with *service you can bank on* for many years to come. Please let us know whenever we can be of assistance.

*Customer Name Michael "Mike" Feeken

*Social Security Number 506-25-8421

*Date of Birth 08-03-1978

Employer NE First Five

Position Strategic Partnership Advisor

*Drivers License # H12251944
Issue Date 7/24/19 Issue State NE Exp. 8/3/24

*Street Address 1604 Custer Street

PO Box -----

*City/State/Zip St Paul, NE 68873

Home Phone -----

Cellular Phone 308-754-3010

Work Phone 402-417-9256

Have you lived anywhere besides Nebraska in the past 5 years? NO

Mother's Maiden Name Ollstedt

E-Mail Address mfeeken@cityofstpaulne.org

Initial purpose of visit: -----

I/we understand that I/we are the only individual(s) authorized to use this account and I/we hereby agree to the terms and conditions set forth in the Account Agreement and supporting disclosure statements that I/we have received. I/we authorize the bank to make inquiries to the credit bureau, and verify all information on this application. I/we acknowledge that all Heritage Bank locations are in fact part of one bank and that the deposits held at each office are not separately insured. Member FDIC - Equal Opportunity Lender.

January 17, 2024

Customer Signature

Date

*Customer Name Connie Jo Beck

*Social Security Number 506-84-5078

*Date of Birth 03-21-1962

Employer City of St. Paul, NE

Position City Clerk/Deputy Treasurer

*Drivers License # G49001004
Issue Date 2/11/22 Issue State NE Exp. 3/21/27

*Street Address 901 13th Avenue

PO Box -----

*City/State/Zip St. Paul, NE 68873

Home Phone -----

Cellular Phone 308-571-0045

Work Phone 308-754-4483

Have you lived anywhere besides Nebraska in the past 5 years? NO

Mother's Maiden Name Runge

E-Mail Address cjbeck@cityofstpaulne.org

How did you hear about us? -----

January 17, 2024

Customer Signature

Date

Bank Use Only: *Denotes information required by the USA Patriot Act

New customer / CIP procedures required

Existing customer / have all info & identity known / CIP exempt

Document resolution of identity discrepancies between ID, application and credit report here:

Dated: Wednesday, January 17, 2024

I, Connie Jo Beck, City Clerk/Deputy Treasurer hereby request to REMOVE Joel M. Bergman from all City Accounts as listed below and ADD _____ as the new Council President to the City of St. Paul, NE account signature cards list below (see January 16, 2024 minutes).

Thank you.

Connie Jo Beck

Mike Feeken, Mayor

Connie Jo Beck, City Clerk/ Deputy Treasurer

Laura Berthelsen, Deputy Treasurer

Sally Einspahr, City Treasurer

_____, Council President

NEBRASKA CLASS INVESTMENTS

Water	01-0005-0002
Sewer	01-0005-0003
General	01-0005-0004
Street	01-0005-0005
Fire	01-0005-0006
Police	01-0005-0007
Fire Station Construction	
	01-0005-0008
Cemetery	01-0005-0009
Ambulance	01-0005-0010
Park	01-0005-0011

aaron.bose@nebraska.class.com

Library	01-0005-0012
Keno	01-0005-0013
Sales Tax	01-0005-0014
25% Infrast.	01-0005-0015
Sales Tax (Fire Station)	
	01-0005-0016
REDLG	01-0005-0017
ARPA	01-0005-0018
Building Sinking	
	01-5000-0019
Swimming Pool	
	01-0005-0020
Senior Center	
	01-5000-0021
Health Ded	01-5000-0022

Connie Jo Beck, City Clerk/Deputy Treasurer

Mike Feeken, Mayor

File: Shared: Signature Card

Name Change Form

Effective Date: January 17, 2024

Participant # NE-01-

Entity Name: City of St. Paul, Nebraska

Individual(s) to be Updated

[Redacted]
Print Prior First and Last Name

Title

Email

Phone

Print New First and Last Name

***(Signature Required if Authorized Signer)**

Do you want to update your username for the Nebraska CLASS Participant Portal to reflect your new name?

Yes No

Mike Feeken
Print Prior First and Last Name

Mayor
Title

mfeeken@cityofstpaulne.org

308-754-4483
Title

Email

Phone

Mike Feeken

***(Signature Required if Authorized Signer)**

Print New First and Last Name

Do you want to update your username for the Nebraska CLASS Participant Portal to reflect your new name?

Yes No

Connie Jo Beck
Print Prior First and Last Name

City Clerk/Deputy Treasurer
Title

cjbeck@cityofstpaulne.org

308-754-4483
Title

Email

Phone

Connie Jo Beck

***(Signature Required if Authorized Signer)**

Print New First and Last Name

Do you want to update your username for the Nebraska CLASS Participant Portal to reflect your new name?

Yes No

Note: All completed forms should be sent to the Client Service team via the contact information listed below.

717 17th Street, Suite 1850
Denver, Colorado 80202

T (866) 256-6460
F (866) 256-6459

clientservices@nebraskaclass.com
www.nebraskaclass.com

Name Change Form

Effective Date: January 17, 2024

Participant # NE-01-

Entity Name: City of St. Paul, Nebraska

Individual(s) to be Updated

Laura Berthelsen

Print Prior First and Last Name

laurab@cityofstpaulne.org

Email

Laura Berthelsen

Print New First and Last Name

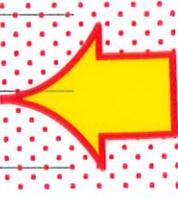
Deputy Clerk

Title

308-754-4483

Phone

***(Signature Required if Authorized Signer)**



Do you want to update your username for the Nebraska CLASS Participant Portal to reflect your new name?

Yes No

Sally Einspahr

Print Prior First and Last Name

seinspahr@bankwithcitizens.com

Email

Sally Einspahr

Print New First and Last Name

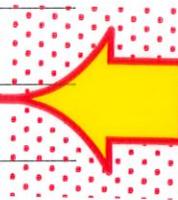
City Treasurer

Title

308-754-4483

Phone

***(Signature Required if Authorized Signer)**



Do you want to update your username for the Nebraska CLASS Participant Portal to reflect your new name?

Yes No

Print Prior First and Last Name

Title

Email

Phone

Print New First and Last Name

***(Signature Required if Authorized Signer)**

Do you want to update your username for the Nebraska CLASS Participant Portal to reflect your new name?

Yes No

Note: All completed forms should be sent to the Client Service team via the contact information listed below.

717 17th Street, Suite 1850
Denver, Colorado 80202

T (866) 256-6460
F (866) 256-6459

clientservices@nebraskaclass.com
www.nebraskaclass.com

Dated: Wednesday, January 17, 2024

I, Connie Jo Beck, City Clerk/Deputy Treasurer hereby request to REMOVE Joel M. Bergman from all City Accounts as listed below and ADD _____ as the new Council President to the City of St. Paul, NE account signature cards list below (see January 16, 2024 minutes).

Thank you.

Connie Jo Beck

Mike Feeken, Mayor

Connie Jo Beck, City Clerk/ Deputy Treasurer

Laura Berthelsen, Deputy Treasurer

Sally Einspahr, City Treasurer

_____, Council President

NPAIT INVESTMENTS

*jgoedken@pmanet
work.com*

Light #23251-101
Water #23251-102
General #23251-104
Sewer #23251-106
Fire #23251-107
Ambulance #23251-108
Park #23251-109
Library #23251-110
Keno #23251-111

Redlg #23251-112

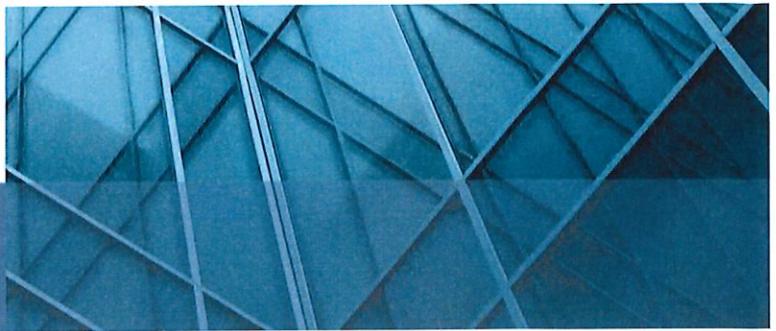
Fire Station (Construction) #23251-201

Connie Jo Beck, City Clerk/Deputy Treasurer

Mike Feeken, Mayor



File: Shared: Signature Card



AUTHORIZED PERSONNEL INFORMATION

Participant/Entity Name: City of St. Paul, Nebraska

Select one of the following:

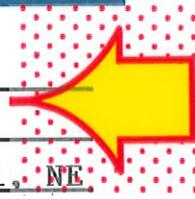
- Activate New Authorized Individual for **Full** Rights (Complete Sections A, B, C and E)
- Activate New Authorized Individual for **Limited** Rights (Complete Sections A, B, D and E)
- De-Activate Existing Authorized Individual _____ (Insert Name and Complete Section E below)

SECTION A: NPAIT PARTICIPANT INFORMATION

1. Select one of the following:
- I am an existing NPAIT Participant. My account number is: _____
 - This is a new NPAIT relationship. I am establishing authorized personnel for the first time.

SECTION B: AUTHORIZED PERSONNEL INFORMATION

2. Please designate the NPAIT Authorized Individual for your Entity:
- Name: _____ Phone: (308)754-4483
- Fax: (308)754-5286 Email: _____
- Title: Council President Address: 704 6th Street, St. Paul, NE
68873



SECTION C: ACCOUNT SECURITY / AUTHORITY - FULL RIGHTS

Please complete Section C for Full Rights OR Section D for Limited Rights

3. The above-named authorized person will have the authority to:
- Certify the Authorized Personnel at the Entity, and Specify the PMA GPS® Access Capabilities;
 - Add, Change, Delete the Bank Information (ACH/Wire) NPAIT has on File for the Entity;
 - Sign up for State Aid Deposits;
 - Open, Close, Change and Reactivate NPAIT Account Information; and
 - Move money (make purchases, redemptions, transfers and fixed rate investments.)

4. Account Authority:
- This authorization applies to all NPAIT sub-accounts for my entity.
 - This authorization only applies to the following accounts:

5. System Access:

- Yes, access to PMA GPS[®] ¹ is necessary; a username and password will be sent via email.
- No, access to PMA GPS[®] is not necessary at this time.

¹The PMA Governmental Portfolio System ("PMA GPS[®]") is an online system that provides 24 hour access to your NPAIT account(s).

6. Email Notification:

- Yes, send an email when online statements and confirmations are available. To receive these emails, access to PMA GPS[®] must have been selected in the section above.
- No, do not send an email when online statements and confirmations are available.

SECTION D: ACCOUNT SECURITY / AUTHORITY - LIMITED RIGHTS (TRANSACTION OR VIEW ONLY)

7. Security:

- Yes, the authorized person is authorized to move money (make purchases, redemptions and transfers.)
- No, the authorized person is not authorized to move money; VIEW ONLY access is requested.

8. Account Authority:

- This authorization applies to all NPAIT sub-accounts for my entity.
- This authorization only applies to the following accounts:

9. System Access:

- Yes, access to PMA GPS[®] is necessary; a username and password will be sent via email.
- No, access to PMA GPS[®] is not necessary at this time.

10. Email Notification:

- Yes, send an email when online statements and confirmations are available. To receive these emails, access to PMA GPS[®] must have been selected in the section above.
- No, do not send an email when online statements and confirmations are available.

SECTION E: AUTHORIZATION

This section must be signed by either an authorized person as designated in the Master Account Application (or a Primary Contact or Authorized Personnel Information form), OR the new incumbent in an authorized position, accompanied by a copy of the board minutes covering the appointment/election of a new incumbent. (Please mark the appropriate section and black out salary and other confidential information.) The authorizations set forth on this form shall remain in full force and effect until the Fund receives written notification of a change.

Signature: _____

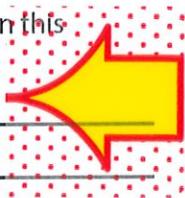
Date: January 17, 2024

Printed Name: _____

Phone: (308)754-4483

Title: Council President

Email: _____



Send completed forms to your PMA representative or to Client-Service@npait.com



AUTHORIZED PERSONNEL INFORMATION

Participant/Entity Name: City of St. Paul, Nebraska

Select one of the following:

- Activate New Authorized Individual for **Full** Rights (Complete Sections A, B, C and E)
- Activate New Authorized Individual for **Limited** Rights (Complete Sections A, B, D and E)
- De-Activate Existing Authorized Individual _____ (Insert Name and Complete Section E below)

SECTION A: NPAIT PARTICIPANT INFORMATION

1. Select one of the following:
 - I am an existing NPAIT Participant. My account number is: _____
 - This is a new NPAIT relationship. I am establishing authorized personnel for the first time.

SECTION B: AUTHORIZED PERSONNEL INFORMATION

2. Please designate the NPAIT Authorized Individual for your Entity:

Name: Mike Feeken Phone: (308)754-4483

Fax: (308)754-5286 Email: mfeeken@cityofstpaulne.org

Title: Mayor Address: 704 6th Street, St. Paul, NE
68873

SECTION C: ACCOUNT SECURITY / AUTHORITY - FULL RIGHTS

Please complete Section C for Full Rights OR Section D for Limited Rights

3. The above-named authorized person will have the authority to:
 - Certify the Authorized Personnel at the Entity, and Specify the PMA GPS® Access Capabilities;
 - Add, Change, Delete the Bank Information (ACH/Wire) NPAIT has on File for the Entity;
 - Sign up for State Aid Deposits;
 - Open, Close, Change and Reactivate NPAIT Account Information; and
 - Move money (make purchases, redemptions, transfers and fixed rate investments.)
4. Account Authority:
 - This authorization applies to all NPAIT sub-accounts for my entity.
 - This authorization only applies to the following accounts:

5. System Access:
 Yes, access to PMA GPS[®] ¹ is necessary; a username and password will be sent via email.
 No, access to PMA GPS[®] is not necessary at this time.
¹The PMA Governmental Portfolio System ("PMA GPS[®]") is an online system that provides 24 hour access to your NPAIT account(s).
6. Email Notification:
 Yes, send an email when online statements and confirmations are available. To receive these emails, access to PMA GPS[®] must have been selected in the section above.
 No, do not send an email when online statements and confirmations are available.

SECTION D: ACCOUNT SECURITY / AUTHORITY - LIMITED RIGHTS (TRANSACTION OR VIEW ONLY)

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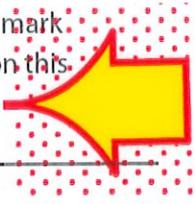
9. System Access:
 Yes, access to PMA GPS[®] is necessary; a username and password will be sent via email.
 No, access to PMA GPS[®] is not necessary at this time.
10. Email Notification:
 Yes, send an email when online statements and confirmations are available. To receive these emails, access to PMA GPS[®] must have been selected in the section above.
 No, do not send an email when online statements and confirmations are available.

SECTION E: AUTHORIZATION

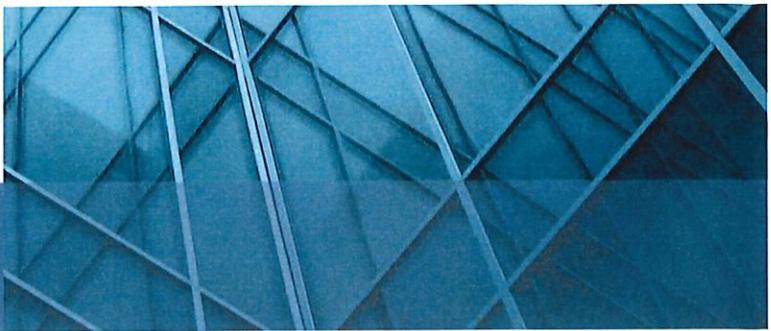
This section must be signed by either an authorized person as designated in the Master Account Application (or a Primary Contact or Authorized Personnel Information form), OR the new incumbent in an authorized position, accompanied by a copy of the board minutes covering the appointment/election of a new incumbent. (Please mark the appropriate section and black out salary and other confidential information.) The authorizations set forth on this form shall remain in full force and effect until the Fund receives written notification of a change.

Signature: _____
 Printed Name: Mike Feeken
 Title: Mayor

Date: January 17, 2024
 Phone: (308)754-4483
 Email: mfeeken@cityofstpaulne.org



Send completed forms to your PMA representative or to Client-Service@npait.com



AUTHORIZED PERSONNEL INFORMATION

Participant/Entity Name: _____

Select one of the following:

- Activate New Authorized Individual for **Full** Rights (Complete Sections A, B, C and E)
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- I am an existing NPAIT Participant. My account number is: _____
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2. Please designate the NPAIT Authorized Individual for your Entity:
- Name: _____ Phone: _____
- Fax: _____ Email: _____
- Title: _____ Address: _____

SECTION C: ACCOUNT SECURITY / AUTHORITY - FULL RIGHTS

Please complete Section C for Full Rights OR Section D for Limited Rights

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 - Sign up for State Aid Deposits;
 - Open, Close, Change and Reactivate NPAIT Account Information; and
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- This authorization applies to all NPAIT sub-accounts for my entity.
 - This authorization only applies to the following accounts:
- _____

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- Yes, access to PMA GPS® ¹ is necessary; a username and password will be sent via email.
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This section must be signed by either an authorized person as designated in the Master Account Application (or a Primary Contact or Authorized Personnel Information form), OR the new incumbent in an authorized position, accompanied by a copy of the board minutes covering the appointment/election of a new incumbent. (Please mark the appropriate section and black out salary and other confidential information.) The authorizations set forth on this form shall remain in full force and effect until the Fund receives written notification of a change.

Signature: _____	Date: _____
Printed Name: _____	Phone: _____
Title: _____	Email: _____

Send completed forms to your PMA representative or to Client-Service@npait.com

**Main City Office, Utility Superintendent Office, Break Room, Council Chambers, and
Police Station**

(CHECK TO MAKE SURE ALL DOORS ARE LOCKED BEFORE LEAVING CITY OFFICE)

Daily

Empty trash cans
Vacuum / sweep floors
Wipe down (disinfect) counters / desk tops
Clean bathroom mirrors
Clean toilets, bathroom sinks as needed
Refill paper towels in bathrooms (key hanging to the left side in cabinet above toilet), toilet paper, soap dispensers, etc.
Wash dishes in break room
Empty paper shredder
Make sure coffee pot grounds are emptied in trash AND IS OFF

Weekly

Mop Council Chamber floor
Mop bathroom floors
Wipe down (disinfect) door handles, light switches, etc.
Clean dust off of tops of cabinets, pictures, bulletin boards, and gun safe
Sweep supply room next to bathrooms

Monthly

Clean windows (inside)
Wipe down all chairs
Clean Refrigerator if needed

Quarterly

Clean outside windows

****City will provide all cleaning supplies and cleaning equipment (brooms, vacuum cleaner).***

Cleaning must be done after regular business hours (8-5).

City Council meetings are at 7 pm on the 1st and 3rd Mondays of every month.

Planning Commission meetings are at 5 pm the last Monday of every month.

Cemetery Board meetings are at 7 pm on the 2nd Wednesday of every month.

Please note: If Mayor, City Council members, Planning Commission or Elmwood Cemetery Board are present in City Council Chambers, you may still clean other areas until they are finished.

The City of St. Paul is accepting bids for part-time custodial work in the city office; approximately four (4) hours per week. For more information stop by the City office at 704 6th Street, St. Paul, NE. Bids due on or before 1/26/24 at 3:00 p.m.

Publish Classified Ad on Wednesday, January 30, 2024

Connie Beck

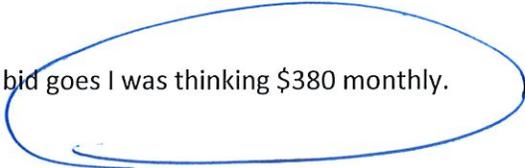
Katie Racicky

From: Katie Racicky <ktmueller03@gmail.com>
Sent: Wednesday, January 31, 2024 1:09 PM
To: Connie Beck
Subject: Re: Cleaning City of St. Paul Offices, includes Police Dept Offices

City
Cleaning

Hello Connie,

Thanks for reaching out, as far as the bid goes I was thinking \$380 monthly.



Paying

\$23.75

16 hrs

Thank you!
Katie

On Mon, Jan 29, 2024 at 4:57 PM Connie Beck <cjbeck@cityofstpaulne.org> wrote:

Good Afternoon, Katie,

Katie, the City of St. Paul is taking bids on cleaning the City of St. Paul Offices, along with the connecting Police Dept. Offices; is there an hourly pay you were looking at to start; please give me your ideas.

The cleaning would be 16 hours monthly (Please see the attached Job Description).

The last janitorial person was between \$18 to \$21 hourly.

Thank you, Katie for submitting your resume.

#1 Bid

Connie Jo Beck

City of St. Paul

City Clerk/Deputy Treasurer

704 6th Street

St Paul NE 68873

Telephone: (308)754-4483

M.R. Cleaning Service

215 Nelson Circle
St. Paul Ne. 68873
(308)379-3421 ✉
mrritter4@gmail.com

Prepared For
City of St. Paul
704 6th street
St.Paul, NE 68873

#2
Bid

Service

General Cleaning Two times a Week

- Dump trash
- Clean Break room
- Clean bathrooms
- Clean lobby
- Clean counters
- Mop bathrooms and break areas
- Vacuum
- Wipe down high touched areas
- Clean windows

Clean carpets, all room \$600.00

Incl's
Police Dept.

\$112.00 Per Cleaning Plus Tax

\$60 per
side

Connie Beck

From: Micheal Ritter <mrritter4@gmail.com>
Sent: Thursday, January 25, 2024 12:00 PM
To: Laura Berthelsen
Cc: Connie Beck
Subject: Re: M.R. Cleaning Service

Yes, I do provide all cleaning supplies, and vacuum. The only thing I don't provide is garbage bags, toilet paper, and paper towels or soap

Sent from my iPhone

On Jan 25, 2024, at 11:31 AM, Laura Berthelsen <lberthelsen@cityofstpaulne.org> wrote:

Hi Mike,

Connie wanted me to get back with you to clarify your bid. Will you be providing your own cleaning supplies and equipment (vacuums, etc.)? Is this included in the bid you provided? If we changed the cleaning to once a week, would you need to adjust your bid or would it still be \$112.00 per cleaning plus tax? Thanks.

Laura Berthelsen
Deputy City Clerk
City of St. Paul
704 6th Street
St. Paul, NE 68873
308-754-4483

From: Connie Beck <cjbeck@cityofstpaulne.org>
Sent: Thursday, January 25, 2024 11:24 AM
To: Laura Berthelsen <lberthelsen@cityofstpaulne.org>
Subject: FW: M.R. Cleaning Service

From: Micheal Ritter <mrritter4@gmail.com>
Sent: Thursday, January 25, 2024 2:57 AM
To: Connie Beck <cjbeck@cityofstpaulne.org>
Subject: M.R. Cleaning Service

Sent from my iPhone
<M.pdf>

Connie Beck

From: Laura Berthelsen
Sent: Thursday, January 25, 2024 11:32 AM
To: mrritter4@gmail.com
Cc: Connie Beck
Subject: M.R. Cleaning Service
Attachments: M.pdf

Hi Mike,

Connie wanted me to get back with you to clarify your bid. Will you be providing your own cleaning supplies and equipment (vacuums, etc.)? Is this included in the bid you provided? If we changed the cleaning to once a week, would you need to adjust your bid or would it still be \$112.00 per cleaning plus tax? Thanks.

Laura Berthelsen
Deputy City Clerk
City of St. Paul
704 6th Street
St. Paul, NE 68873
308-754-4483

From: Connie Beck <cjbeck@cityofstpaulne.org>
Sent: Thursday, January 25, 2024 11:24 AM
To: Laura Berthelsen <lberthelsen@cityofstpaulne.org>
Subject: FW: M.R. Cleaning Service

From: Micheal Ritter <mrritter4@gmail.com>
Sent: Thursday, January 25, 2024 2:57 AM
To: Connie Beck <cjbeck@cityofstpaulne.org>
Subject: M.R. Cleaning Service

Sent from my iPhone

Connie Beck

From: Micheal Ritter <mrritter4@gmail.com>
Sent: Thursday, January 25, 2024 3:33 PM
To: Laura Berthelsen
Cc: Connie Beck
Subject: Re: M.R. Cleaning Service

If we change it to once a week, it'll only go up an extra \$10 per cleaning
Sent from my iPhone

On Jan 25, 2024, at 12:00 PM, Micheal Ritter <mrritter4@gmail.com> wrote:

Yes, I do provide all cleaning supplies, and vacuum. The only thing I don't provide is garbage bags, toilet paper, and paper towels or soap
Sent from my iPhone

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<lberthelsen@cityofstpaulne.org> wrote:

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Connie wanted me to get back with you to clarify your bid. Will you be providing your own cleaning supplies and equipment (vacuums, etc.)? Is this included in the bid you provided? If we changed the cleaning to once a week, would you need to adjust your bid or would it still be \$112.00 per cleaning plus tax? Thanks.

Laura Berthelsen
Deputy City Clerk
City of St. Paul
704 6th Street
St. Paul, NE 68873
308-754-4483

From: Connie Beck <cjbeck@cityofstpaulne.org>
Sent: Thursday, January 25, 2024 11:24 AM
To: Laura Berthelsen <lberthelsen@cityofstpaulne.org>
Subject: FW: M.R. Cleaning Service

From: Micheal Ritter <mrritter4@gmail.com>
Sent: Thursday, January 25, 2024 2:57 AM

Connie Beck

From: Vic Bena <vbena@executive-clean.com>
Sent: Thursday, February 1, 2024 10:05 AM
To: Connie Beck
Subject: EXECUTIVE CLEANING SERVICES – Janitorial Bid
Attachments: St Paul NE - 02012024.pdf

February 1, 2024

Ms. Connie Jo Beck
City of St. Paul
704 6th Street
St. Paul, NE 68873
Re: Cleaning Services

Dear Ms. Beck:

Once again thank you for the opportunity to place a bid for janitorial services. It was a pleasure learning more about your janitorial needs from the information you provided.

Based on those needs, I've put together a full detailed scope of work that my cleaning staff will perform for you.

I am really excited for this opportunity. My managers in your area are excellent and I have a really great staff of cleaners. I am confident that we can meet your expectations.

I look forward to becoming part of **City of St. Paul's Team** so please let me know what I need to do to obtain your business. Thank you for your time and consideration of ECS.

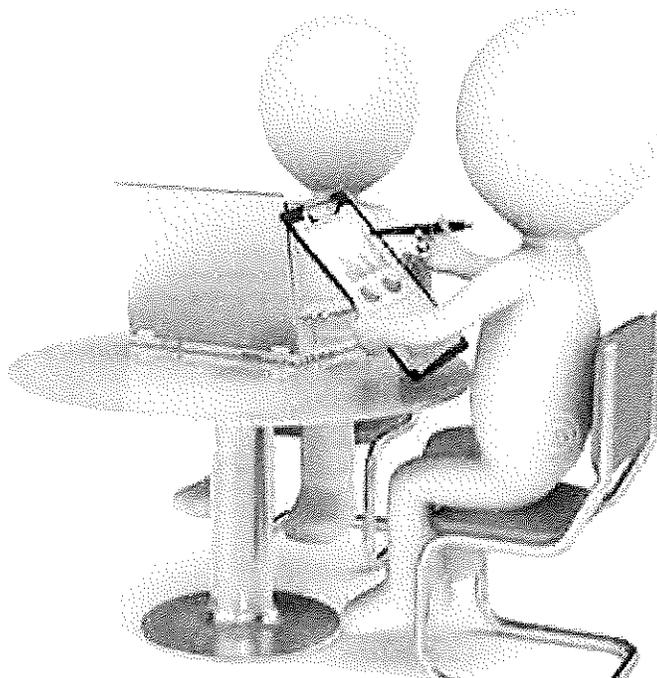
I look forward to hearing from you soon.

Sincerely,

Vic Bena
Project Manager

EXECUTIVE CLEANING SERVICES, LLC.
800-664-6393

EXECUTIVE CLEANING SERVICES – Janitorial Bid



Sincerely,

Vic Bena

Senior Account Development Manager

EXECUTIVE CLEANING SERVICES, LLC

800-664-6393

Remember... *"Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results."*

— Andrew Carnegie

PLEASE NOTE CHANGE IN MY EMAIL ADDRESS: vbena@executive-clean.com

NOTICE: ECS, as a government service provider, is required to sustained complete privacy for all our clientele through the use of NDAs (non-disclosure agreements). The distribution and/or sharing of client information is strictly prohibited. Thank you for understanding

From: Connie Beck <cjbeck@cityofstpaulne.org>

Sent: Monday, January 29, 2024 6:06 PM

To: Vic Bena <vbena@executive-clean.com>

Subject: Cleaning Bid

Importance: High

Good Afternoon, Ron, have you submitted your cleaning bid to the City of St. Paul? I don't see it. Sorry for the inconvenience. Please forward to: cjbeck@cityofstpaulne.org

Thank you.

Connie Jo Beck

City of St. Paul

City Clerk/Deputy Treasurer

704 6th Street

St Paul NE 68873

Telephone: (308)754-4483

Fax: (308)754-5286

PROFESSIONAL CLEANING SERVICES PROPOSAL

Prepared for:



704 6th Street
St. Paul, NE 68873

Submitted By:

EXECUTIVE CLEANING SERVICES LLC.

VIC BENA

Project Manager

(800) 664-6393

vbena@executive-clean.com

www.executive-clean.com





EXECUTIVE CLEANING SERVICES, LLC.

Quality Cleaning That Will Leave You,
Your Employees, and Your Customers Fully Satisfied. - Est. 1976



Thursday, February 01, 2024

CITY OF ST. PAUL
704 6th Street
St. Paul, NE 68873

Attention: Ms. Connie Jo Beck

Dear Ms. Beck,

I am writing to you with great enthusiasm to submit a proposal for comprehensive Office cleaning services for City of St. Paul. With our exceptional track record and commitment to delivering top-notch cleaning solutions, we believe we are the ideal partner to fulfill your office cleaning needs.

At Executive Cleaning Services, I understand the importance of maintaining a clean and hygienic work environment. A lot has changed in the way cleaning is done today. Executive Cleaning Services leads the cleaning industry in finding and using the best tools, techniques, and training. Because of these efforts, cleaning tasks today can be completed much faster and more efficiently than in the past. We take pride in our professional and experienced cleaning team, who are skilled in utilizing industry-best practices, advanced cleaning techniques, and environmentally friendly products as well as following the recommendations of the CDC.

Our dedication to excellence has earned us a reputation for consistently delivering outstanding results for our clients. Based on our initial assessment of your office premises and considering your specific requirements, we have tailored a comprehensive cleaning plan to meet your expectations.

Following... you will find our detailed estimate outlining the costs associated with the proposed cleaning services. We have strived to provide competitive pricing while maintaining the highest level of service quality. However, I am open to discussing and customizing the scope of work and pricing to meet your specific budgetary requirements.

Thank you for considering Executive Cleaning Services as your office cleaning service provider. I am confident that our professionalism, expertise, and commitment to excellence will exceed your expectations. I look forward to the possibility of working with you in becoming an integral part of **City of St. Paul's Team** in reaching a common goal to promote a healthier work environment for you and your staff.

Very truly yours,

Vic Bena
Project Manager





EXECUTIVE CLEANING SERVICES, LLC.

Quality Cleaning That Will Leave You,
Your Employees, and Your Customers Fully Satisfied. - Est. 1976



JANITORIAL SPECIFICATIONS

Created Specifically for



Executive Cleaning Services will provide a professional, reliable janitorial service for *City of St. Paul* as represented in the below mentioned specification. The frequency of janitorial visits will be *2x/week after hours*.

ENTRANCE/RECEPTION AREA	FREQUENCY
Dust Horizontal Surfaces	1x/week
Detail Dust - High And Low Areas	Monthly
Vacuum and/or Sweep & Damp Mop Floors	2x/week
Detail Vacuum All Carpet Including Corners and Edges	Monthly
Clean Both Sides of Door Glass and Wipe Frames	2x/week
Vacuum Any Walk-Off Mats	1x/week
ADMINISTRATIVE/OFFICE AREAS <i>(includes in back Police Department)</i>	FREQUENCY
Dust Horizontal Surfaces	1x/week
Detail Dust - High And Low Areas	Monthly
Empty and Remove Trash, Replace Liner If Needed	2x/week
Vacuum and/or Sweep & Damp Mop Floors	2x/week
Detail Vacuum All Carpet Including Corners and Edges	Monthly
RESTROOMS <i>(includes in back Police Department)</i>	FREQUENCY
Sweep, Wash, & Disinfect All Floors.	2x/week
Clean, Deodorize & Disinfect Sinks, Toilets & Urinals Both Inside & Out.	2x/week
Wash and Polish Mirrors, Bright Work, Shelves, Cabinets & Dispensers.	2x/week
Dust and Spot Wipe Clean any Stall Partitions.	2x/week
Empty and Remove Trash, Replace Liner If Needed	2x/week
Refill Toilet Tissue, Towel & Soap Dispensers as Required	2x/week
Clean and Disinfect Restroom Fixtures	2x/week
BREAK AREA	FREQUENCY
Dust Horizontal Surfaces	1x/week
Detail Dust - High And Low Areas	Monthly
Dust Mop Hard Surface Floors	2x/week
Damp Mop Hard Surface Floors- Use Appropriate Cleaner	2x/week
Spot Clean All Appliance Exteriors	1x/week
Damp Wipe All Lunchroom Tables	2x/week
Damp Wipe Counter Tops Using Appropriate Cleaner	2x/week
Empty and Remove Trash, Replace Liner If Needed	2x/week



EXECUTIVE CLEANING SERVICES, LLC.

Quality Cleaning That Will Leave You,
Your Employees, and Your Customers Fully Satisfied. - Est. 1976



COUNCIL CHAMBERS

- Dust Horizontal Surfaces
- Detail Dust - High And Low Areas
- Spot Clean Conference Table Top and Base
- Dust All Conference Table Chairs and Their Bases
- Empty and Remove Trash, Replace Liner If Needed
- Vacuum and/or Sweep & Damp Mop Floors
- Detail Vacuum All Carpet Including Corners and Edges

FREQUENCY

- 1x/week
- Monthly
- 2x/week
- 1x/week
- 2x/week
- 2x/week
- Monthly

HALLWAYS AND COMMON AREAS

- Dust Horizontal Surfaces
- Detail Dust - High And Low Areas
- Vacuum and/or Sweep & Damp Mop Floors
- Detail Vacuum All Carpet Including Corners and Edges

FREQUENCY

- 1x/week
- Monthly
- 2x/week
- 1x/week

ADDITIONAL SERVICES – Not Included in Services Fees and Price quoted upon request.

- ✓ Impact deep cleaning and high dusting
- ✓ Replacement of lightbulbs
- ✓ Exterior window cleaning
- ✓ Cleaning of interior of refrigerator and other appliances
- ✓ Carpet cleaning, VCT floor stripping & refinishing / scrubbing & re-waxing
- ✓ Cleaning/dusting of desktops, computer/electronics, office equipment and personal items





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Quality Cleaning That Will Leave You,
Your Employees, and Your Customers Fully Satisfied. - Est. 1976



SERVICE AGREEMENT

This Agreement and all documents related hereto shall be construed in accordance with *NE* state laws. If any provision of this Agreement or any such document shall be or become unenforceable or illegal under applicable law, the other provisions of this Agreement and such documents shall remain in full force and effect.

THIS AGREEMENT made this _____ day of _____, 2024, by and between *EXECUTIVE CLEANING SERVICES, LLC.*, ("Contractor"), and *City of St. Paul* (Customer). WHEREAS Contractor wishes to provide Customer with Janitorial Services, and WHEREAS, Customer wishes to contract with Contractor for the provision of Janitorial Services, IT IS HEREBY AGREED as follows:

STAFFING

EXECUTIVE CLEANING SERVICES, LLC agrees to provide all sufficient personnel to assure performance of specified cleaning service for the facility including the use of subcontractors when and where needed. *City of St. Paul* reserves the right to reject any unsatisfactory employee or subcontractor or subcontractor's employee based on safety record, financial status, insufficient resources, security risk, or other criteria which could negatively impact job performance. Good faith and reasonableness will govern any such decision. *EXECUTIVE CLEANING SERVICES, LLC* is responsible for ensuring that all employees, subcontractors or subcontractor's employee are qualified to perform their work timely and in accordance with the scope of work and specifications of this Agreement.

SUBSEQUENT STAFFING

It is hereby agreed that, upon the cessation of service and for a period of *six (6)* months thereafter, *City of St. Paul* or their representative(s) will not solicit, for purposes of hiring, any of the contractor's employees, subcontractors or subcontractors employees without the expressed written consent of *EXECUTIVE CLEANING SERVICES, LLC.* If in the event *City of St. Paul* or its representative chooses to hire any of the contractor's employees without written consent, it is agreed that the customer will remit to the *EXECUTIVE CLEANING SERVICES, LLC.* the total sum of *six (6)* month's service fees.

SERVICES AND SCHEDULE

Cleaning service will be performed *2x/week after hours.* The cleaning crew will observe holidays observed by the customer. Estimated start of services is within 7-21 days of signed agreement.

EXECUTIVE CLEANING SERVICES, LLC felt it was important to let our customers know what steps we are taken to keep our management and staff updated on the latest developments and preventative disinfectant procedures to keep our staff and our customer's staff and patrons safe. Current normal implemented procedures are:

- *Disinfectant of common high touch points such as but not limited to the following:*
 - *Doorknobs*
 - *Restroom fixtures and dispensers*
 - *Light switches, thermostats*
 - *Elevator push panels and stairwell railings*
 - *Exit/Entrance door push bars*



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- Break area appliance exteriors, counter & tabletops, dispensers, vending machine exteriors

Current cleaning responsibilities of *EXECUTIVE CLEANING SERVICES, LLC* DO NOT cover items within an individual's personal space such as but not limited to:

- Desktops, Desk Chairs Common Area Furniture
- Telephones, Computer Monitors, Keypads, CPUs and Computer Mouses
- Calculators, Staplers and other random office equipment and supplies
- Personal Items such as:
 - Picture Frames, Mugs, Coffee Cups, Food Containers, Knick-Knacks, etc. **would not be included.**

If you would like to have these areas of personal space included on a regular scheduled basis, please contact us to arrange for us to provide a cost for these additional procedures.

SUPPLIES

CITY OF ST. PAUL will furnish all consumable products such as toilet tissue, paper towels, trash liners, hand soap, seat liners, air fresheners, disinfectant wipes, disinfectants, floor, cleaning solutions, etc.

EQUIPMENT

EXECUTIVE CLEANING SERVICES, LLC will furnish and maintain all necessary cleaning equipment. If necessary, the customer agrees to provide a secure space for storage of this equipment.

TESTING

CITY OF ST. PAUL will furnish any required test kits and/or costs required by testing policies put in place by *CITY OF ST. PAUL*. If required test kits cannot be provided by *CITY OF ST. PAUL* then a separate, invoice line item, will be implemented to cover cost of required testing until testing requirements are no longer required. If testing fees increase it is agreed that Contractor may give the Customer *thirty (30) days'* notice that such increases have occurred or will occur in the immediate future. This notice will state the amount of increases to be applied to this agreement. Contractor will then be entitled to negotiate an increase in price.

PARKING

CITY OF ST. PAUL will furnish an adequate space for *EXECUTIVE CLEANING SERVICES, LLC's* service tech to be able to park without incurring a parking fee or metered parking cost. If such an adequate parking space cannot be provided by *CITY OF ST. PAUL* then a separate invoice line item will be implemented to cover cost of parking agreed upon between *EXECUTIVE CLEANING SERVICES, LLC* and *CITY OF ST. PAUL* and will be defined under "SERVICE FEES". If parking fees are increased it is agreed that *EXECUTIVE CLEANING SERVICES, LLC* may give the Customer *thirty (30) days'* notice that such increases have occurred or will occur in the immediate future. This notice will state the amount of increases to be applied to this agreement. *EXECUTIVE CLEANING SERVICES, LLC* will then be entitled to negotiate an increase in price.

INSURANCE

All personnel will be covered by the required insurance including Compensation, Public Liability and Property Damage in the amount \$ 2,000,000 with a \$ 9,000,000 umbrella. We are also bonded.



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EQUAL OPPORTUNITY EMPLOYER

EXECUTIVE CLEANING SERVICES, LLC is an equal opportunity employer. All necessary employment forms will be maintained by our office as required by law.

CANCELLATION

This agreement may be terminated or canceled at any time with a minimum of *thirty (30)* days written notice from either party without penalty except for the following:

- a) Should *City of St. Paul* cancel after the first visit.
- b) Should *City of St. Paul* cancel without giving a *thirty (30)* day notice.

Should "a)" and/or "b)" occur there is a one-time cancellation penalty fee of \$295.00 and will be invoiced as a separate line item. It is hereby agreed that, upon the cessation of service and for a period of six months thereafter, the customer or his representative will not solicit, for purposes of hiring, any of the contractor's employees without the expressed written consent of Contractor. If in the event the *City of St. Paul* or thier representative(s) chooses to hire any of the contractor's employees without written consent, it is agreed that the customer will remit to the contractor the total sum of *six (6)* months service. Written notice of cancellation of services by *City of St. Paul* must be sent ONLY to vbona@executive-clean.com and must acknowledge date of service stop *thirty (30)* days from date of email.

TERM

The term of this contract is for the period of one year with either party reserving the right to cancellation upon thirty days prior written notice. Each one-year term shall automatically be renewed for subsequent periods of the same length as the initial term unless either party gives the other written notice of termination at least *thirty (30)* days prior to expiration of the then-current term. This contract shall be renewed automatically unless *EXECUTIVE CLEANING SERVICES, LLC* is otherwise notified. RATE INCREASES: Both parties agree that *EXECUTIVE CLEANING SERVICES, LLC* shall not increase the rate(s) as described under Service Fees unless such is amended in a signed Addendum to the original.

CHANGES IN LAW

In the event of increases in operating expenses beyond *EXECUTIVE CLEANING SERVICES, LLC's* capacity to absorb them, due to changes in laws governing taxes, assessment, minimum wages and governmental charges, whether Federal, State or Municipal, on or charges against the services rendered by the Contractor or on the right of privilege of performing the work in connection herewith (excluding, however, Federal Income Taxes); or due to substantial increases in wages and benefits or cost of materials, it is agreed that *EXECUTIVE CLEANING SERVICES, LLC* may give Customer *thirty (30)* days' notice that such increases have occurred or will occur in the immediate future. This notice will state the amount of increases to be applied to this agreement. *EXECUTIVE CLEANING SERVICES, LLC* will then be entitled to negotiate an increase in price.

PAYMENT

EXECUTIVE CLEANING SERVICES, LLC shall bill *CITY OF ST. PAUL* once per month for current month's service. *CITY OF ST. PAUL* shall pay said invoice within thirty calendar days of the receipt of the invoice. Per month price is based on an annual price divided by 12 months. Acceptable payment is ONLY by CHECK or ACH. All holidays have been taken into consideration and deducted from the



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annual price. No credit will be issued for services not performed due to a considered holiday. All invoicing will be itemized according to monthly work or for special tasks. The invoicing will be on the 1st of each month. Payment policy is net *thirty (30)* days. If service is required on the holidays taken into consideration, then additional billing will be invoiced at *two-times (2x's)* the per day rate.

Holidays taken into consideration are as follows: *New Year's Day, Martin Luther King, Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Christmas Day*

Immediate Cancellation Clause:

- In the event that City of St. Paul fails to make the required payment within the stipulated 30-day period, *EXECUTIVE CLEANING SERVICES, INC.* reserves the right to immediately terminate all services provided to *City of St. Paul*.
- *EXECUTIVE CLEANING SERVICES, INC.* shall provide written notice to *City of St. Paul* regarding the overdue payment and the impending cancellation of services. This notice may be sent via email or regular mail to the contact information provided by *City of St. Paul*.
- *City of St. Paul* acknowledges that the immediate cancellation of services due to non-payment does not relieve them of the responsibility to settle any outstanding invoices and accrued interest.
- Upon cancellation, *City of St. Paul* shall promptly return any property, materials, or equipment belonging to *EXECUTIVE CLEANING SERVICES, INC.*, and *EXECUTIVE CLEANING SERVICES, INC.* shall not be liable for any loss or damage resulting from the termination of services.
- *EXECUTIVE CLEANING SERVICES, INC.* reserves the right to charge interest on overdue payments at a rate of 2.75% per month, or the maximum rate permitted by law, whichever is lower. Any property, materials, or equipment belonging to *EXECUTIVE CLEANING SERVICES, INC.* not returned may be invoiced separately at replacement cost.

Dispute Resolution and Notification:

In the event of any dispute arising from payments or services rendered, *City of St. Paul* shall notify the other party in writing within 30 days from the due date of the invoice. The written notice shall include a detailed description of the dispute and any supporting documentation. Failure to provide timely notice shall be deemed as an acceptance of the invoice and a waiver of any dispute.

Upon receipt of the written notice, both parties agree to engage in good-faith discussions to resolve the dispute amicably. If the dispute cannot be resolved through negotiations within 30 days of receiving the notice, either party may pursue other available legal remedies.

It is expressly understood that any disputes not raised within the stipulated 30-day period shall be considered waived, and the invoiced amount shall be deemed accepted by the party receiving the invoice."



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FIDUCIARY RESPONSIBILITY

CITY OF ST. PAUL has a fiduciary responsibility to settle any outstanding balances promptly. Failure to meet financial obligations may result in the imposition of suspension of services and penalties, including but not limited to late fees and interest charges. *City of St. Paul* understands that prolonged non-payment may result in further actions.

Balance Due: *City of St. Paul* acknowledges and agrees to pay all outstanding balances for services rendered by *EXECUTIVE CLEANING SERVICES, LLC* in accordance with the terms specified in the invoices issued by *EXECUTIVE CLEANING SERVICES, LLC*.

Fiduciary Responsibility: *CITY OF ST. PAUL* understands and accepts a fiduciary responsibility to ensure the prompt and full payment of all invoices issued by *EXECUTIVE CLEANING SERVICES, LLC*, for services provided. This responsibility extends to the financial commitment associated with the products and/or services received.

Theft of Services: *City of St. Paul* acknowledges that failure to pay the due balances within the stipulated time constitutes a breach of fiduciary duty and is considered an act of theft of services.

Penalties: In the event of non-payment or late payment, *City of St. Paul* agrees to pay late fees @ (2.00% per month) and non-payment penalties @ two-times (2x's) non-payment balance in addition to any costs associated with the collection of outstanding balances, including but not limited to legal fees and court costs.

Legal Action: *City of St. Paul* acknowledges that failure to fulfill their fiduciary responsibility, resulting in non-payment or late payment, may lead to legal action by *EXECUTIVE CLEANING SERVICES, LLC* to recover the outstanding balances. This legal action may include, but is not limited to, pursuing a civil lawsuit, obtaining a judgment, and utilizing legal remedies to enforce payment.

Resolution of Disputes: Any disputes regarding the invoiced amounts must be raised by *City of St. Paul* within sixty (60) days from the date of the invoice. Failure to dispute within the stipulated timeframe shall be considered an acknowledgment of the accuracy of the invoiced amount.

Governing Law:

This Agreement shall be governed by and construed in accordance with the laws of *NE*, without regard to its conflict of law principles.

NON-DISCLOSURE

EXECUTIVE CLEANING SERVICES, LLC agrees to protect the confidential material and information which may be disclosed between *EXECUTIVE CLEANING SERVICES, LLC* and *City of St. Paul*. Therefore, both parties agree as follows:

Confidential Information. The term "*Confidential Information*" means any information or material which is exchanged between *EXECUTIVE CLEANING SERVICES, LLC* and *City of St. Paul* whether owned or developed by either party. Regardless of whether specifically identified as confidential or public knowledge, confidential information shall include all information shared by both parties including but not limited to locations, contact information, rates, scope of work or any additional information necessary to complete the tasks of this agreement.

- No Disclosure: Both parties agree to hold the confidential information in confidence and will not disclose the confidential information to any person or entity without prior written consent.



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- Unauthorized Use: Both Parties shall promptly notify should they become aware of any possible unauthorized disclosure or use of confidential information.

DISCLAIMER:

Disinfection through *EXECUTIVE CLEANING SERVICES* is only a precautionary and added measure to existing and continual daily sanitizing and disinfection practices implemented by employees of *CITY OF ST. PAUL*. *Disinfection services are in no way a guaranteed prevention of infection or spread of germs and viruses. EXECUTIVE CLEANING SERVICES* is not liable for any sickness or infection obtained at your facility. Additional and recurring disinfection as well as a proper precautionary program is necessary to assist in the prevention of the spreading of viruses, germs, or bacteria.

LOCATION

The services shall be provided at the following location(s):
704 6th Street St. Paul, NE 68873

SERVICE FEES

The price for servicing this facility based on approximately 4,600 sq. ft. will be as follows:

2x/week Janitorial Service Program:	\$1,275.00 per month	Initial Here: X _____
Impact-Cleaning of the above-mentioned areas (optional):	\$ 395.00 per request	Initial Here: X _____

All prices are plus any applicable taxes. The pricing is an estimate and is based upon information provided by CITY OF ST. PAUL and is not finalized until a sight visit is conducted by EXECUTIVE CLEANING SERVICES, LLC to confirm.

THE PRICING OFFERED IN THIS PROPOSAL EXPIRES **2/29/2024**

YES! I want to SAVE \$130.00 per month by signing up by 2/8/2024

This would bring my Service Fee to **\$1,145.00 per month** Initial Here: X _____

By affixing my signature below, I acknowledge and agree to be bound by the terms and conditions outlined herein. I understand that my signature constitutes a legally binding acceptance of the specified terms.

AGREED & ACCEPTED BY:

EXECUTIVE CLEANING SERVICES, LLC.

Contractor

AGREED & ACCEPTED BY:

CITY OF ST. PAUL

Customer

_____/_____/_____
Contractor's Authorized Signature and Date

_____/_____/_____
Customer's Authorized Signature and Date

VACANCY POSITION: SEWER SUPERINTENDENT

A position of the City of St. Paul Sewer Superintendent is open to current employees. This job opening will be posted for a period of 10 (ten) working days, during which time all employees will be permitted to apply for the position. Applications will be accepted until Friday, January 19, 2024 at 5:00 p.m. Applications should be submitted to Matt Helzer, Utility Superintendent.

Thank You.

Connie Jo Beck,
City Clerk/Deputy Treasurer

Dated: January 4, 2024

Posted: City Office, Wastewater Treatment Plant, Water Treatment Plant, Park Shop, and North Electrical Yards

SEWER & WASTEWATER TREATMENT SUPERINTENDENT
City of Saint Paul, Nebraska

Under the Executive direction of the Utility Superintendent, Mayor and City Council

DEFINITION:

Is under the administrative direction of the Utilities Supervisor. Supervises the Wastewater Treatment Plant and staff; is responsible for operation and maintenance of the treatment plant grounds; responsible for compliance with all Federal and State Discharge Monitor reports, regulations and City policy regarding the Wastewater Treatment Plant and for periodic reports on the conduct of the plant operation and maintenance. Must carry a Grade 2 Nebraska State license.

ESSENTIAL JOB FUNCTIONS:

Participates in budget planning, and manage activities related to the plant; submits recommendation to the City Council on system needs; implements plans, procedures and the general work schedule for Plant Staff; coordinates the use of personnel, equipment, and material. Compiles accurate records in a manner specified by the N.D.E.Q. and works with an independent Laboratory. Schedules and supervises work of periodic and regularly recurring nature; is responsible for work performance, training and an ongoing safety program; participates in evaluation of materials and methods; oversees maintenance of vehicles, tools, and equipment; work with customers, the general public, and others in a program to inform the public about the City wastewater treatment operation. Must have good physical condition and health; sufficient physical strength and ability to perform light and heavy manual task. Perform related duties as required. Must perform other work as assigned by Mayor & City Council; maintain a harmonious working relationship with other employee's and the general public.

JOB STANDARDS AND SKILLS:

Must possess effective management and leadership skills, extensive knowledge of machines, equipment, materials, lab techniques and principles, and operating practices of a wastewater treatment plant; extensive knowledge of maintenance and repair of plant equipment and apparatus; extensive knowledge of principles of wastewater treatment; ability to drive and operate the mobile equipment; determines operating efficiency of plant by reviewing results of bacteriological and chemical examination of wastewater samples; ability to prepare reports clearly and concisely, orally and in writing; ability to establish and maintain effective working relationships with other employees and the public, ability to apply first aid and artificial respiration (CPR). Must uphold license by ongoing continuous education classes.

SPECIAL REQUIREMENTS:

1. All employees hired are on a six (6) month probationary period.
2. Possession of a valid driver's license.
3. Home phone or cell phone.
4. Must reside within a reasonable response time.
5. Must be available to be on standby or on call.
6. Mandatory to have series of Hepatitis B immunization.

EQUIPMENT:

Must be able to use and maintain the following: Service truck, hand tools, flusher, sewer vacuum, backhoe, dump truck, boom truck, compressor, mower, weed eater, locator, shredder, bobcat, jackhammer, trailer and chain saw.

EXPERIENCE AND TRAINING:

Must have a High School diploma or GED. A combination of training and experience equivalent to a High School graduate or GED supplemented by approved course work in wastewater treatment and / or experience in the management, operation and maintenance of a treatment plant; and **has State Operator Certification** of the grade required for the wastewater facility.

EXPANDED TRAINING:

Prefer two (2) years of experience in the wastewater industry.

JOB LOCATION:

**St Paul Wastewater Treatment Facility (WWTF)
2 Howard Avenue
St. Paul, Nebraska 68873**

I hereby acknowledge receipt of the foregoing job description.

Signature _____ Date _____
Acknowledged that you received job description.

§ 1-215 APPOINTED OFFICIALS; MUNICIPAL UTILITIES SUPERINTENDENT.

A Utilities Superintendent shall be appointed in the event that there is more than one Municipal utility, and the Governing Body determines that it is in the best interest of the Municipality to appoint one official to have the immediate control over all the said Municipal utilities. The Utilities Superintendent may be removed at any time by the Mayor. Any vacancy occurring in the said office by death, resignation or removal may be filled in the manner hereinbefore provided for the appointment of all Municipal officials. The Utilities Superintendent's duties over the following departments shall be as stated herein:

Sewer Department

The Utilities Superintendent shall have the immediate control, and supervision over all the employees, and property that make up the Municipal sewer system, subject to the general control, and directives of the Governing Body. He shall at least every six (6) months, make a detailed report to the Governing Body on the condition of the sewer system, and shall direct their attention to such improvements, repairs, extensions, additions, and additional employees as he may believe are needed along with an estimate of the cost thereof. He shall have such other duties as the Governing Body may delegate to him. He shall issue permits for all connections to the Municipal sewer system, and inspect and supervise all repairs made to the said system.

Electric System

The Utilities Superintendent shall have the immediate control and supervision over all employees and property that make up the Municipal Electric System, subject to the general control and directives of the Governing Body. He shall at least every six (6) months, make a detailed report to the Governing Body on the condition of the electrical system, and shall direct their attention to such improvements, repairs, extensions, additions, and additional employees as he may believe are needed along with an estimate of the cost thereof. He shall have such other duties as the Governing Body may delegate to him. He may be removed at any time by the Mayor. (Ref. 17-107, 17-119, 17-541, 17-543 RS Neb.)

Article 6. Ordinances

§ 1-601 ORDINANCES; GRANT OF POWER.

The Governing Body shall have the responsibility of making all ordinances, by-laws, rules, regulations, and resolutions, not inconsistent with the laws of the State of Nebraska, as may be necessary and proper for maintaining the peace, good government, and welfare of the Municipality and its trade, commerce, and security. (Ref. 17-505 RS Neb.)

§ 1-602 ORDINANCES; INTRODUCTION.

Ordinances shall be introduced by members of the Governing Body in either of the following ways:

1. With the recognition of the Mayor, a Councilmember may, in the presence and hearing of a majority of the members elected to the Council read aloud the substance of his proposed ordinance and file a copy of the same with the Municipal Clerk for future consideration;
2. Or with the recognition of the Mayor, a Councilmember may present his proposed ordinance to the Clerk who in the presence and hearing of a majority of the members elected to the Council, shall read aloud the substance of the same and shall file the same for future consideration.

§ 1-603 ORDINANCES; RESOLUTIONS AND MOTIONS.

Resolutions and motions shall be introduced in one of the methods prescribed for the introduction of ordinances. After their introduction, they shall be fully and distinctly read one (1) time in the presence and hearing of a majority of the members elected to the Council. The issue raised by said resolutions or motions shall be disposed of in accordance with the usage of parliamentary law adopted for the guidance of the Council. A majority vote shall be required to pass any resolution or motion. The vote on any resolution or motion shall be by roll call vote.

§ 1-604 ORDINANCES; STYLE.

The style of all Municipal ordinances shall be:

"Be it ordained by the Mayor and Council of the City of St. Paul, Nebraska:"

(Ref. 17-613 RS Neb.)

§ 1-605 ORDINANCES; TITLE.

No ordinance shall contain a subject not clearly expressed in its title. (Ref. 17-614 RS Neb.)

§ 1-606 ORDINANCES; PASSAGE.

Ordinances, resolutions, or orders for the appropriation of money shall require for their passage the concurrence of the majority of the members of the Governing Body. Ordinances of a general or permanent nature shall be read by the title on three (3) different days. This requirement may be suspended by threefourths (3/4) vote of the Council, in such case said ordinance may be read by title or number and then moved for final passage. Three-fourths (3/4) of the Council may require any ordinance to be read in full before final passage under either process. (Ref. 17-614 RS Neb.)

§ 1-607 ORDINANCES; PUBLICATION OR POSTING.

All ordinances of a general nature shall be published one (1) time within fifteen (15) days after they are passed in some newspaper published in the Municipality, or if no paper is published in the Municipality, then by posting a written or printed copy thereof in each of three (3) public places in the Municipality. (Ref. 17-613 RS Neb.)

§ 1-608 ORDINANCES; CERTIFICATE OF PUBLICATION OR POSTING.

The passage, approval, and publication or posting of all ordinances shall be sufficiently proven by a certificate under the Seal of the Municipality from the Municipal Clerk showing that the said ordinance was passed and approved, and when, and in what paper the same was published, or when, and by whom, and where the same was posted. (Ref. 17-613 RS Neb.)

§ 1-609 ORDINANCES; EMERGENCY ORDINANCE,

In the case of riot, infectious or contagious diseases, or other impending danger, failure of a public utility, or other emergency requiring its immediate operation, such ordinance shall take effect upon the proclamation of the Mayor, and the posting thereof in at least three (3) of the most public places in the Municipality. Such emergency notice shall recite the emergency and be passed by a three-fourths (3/4) vote of the Governing Body, and entered upon the Municipal Clerk's minutes. (Ref. 17-613 RS Neb.)

§ 1-610 ORDINANCES; AMENDMENTS AND REVISIONS.

No ordinance or section thereof shall be revised or amended unless the new ordinance contains the entire ordinance or section as revised or amended, and the ordinance or section so amended shall be repealed. (Ref. 17-614 RS Neb.)

Article 7. Elections

§ 1-701 ELECTIONS; GENERALLY.

The Municipal primary and general election shall be held in accordance with the provisions of Chapter Thirty-two (32) Revised Statutes of Nebraska. Said elections shall be held in conjunction with the State Primary and General Election. Prior to February One (1) of the year in which the first (1st) such joint election takes place, the Governing Body shall receive the consent in writing of the County Board to so hold the election and such authorization shall be prescribed according to state law. The County Clerk shall have charge of the election and shall have the authority to deputize the Municipal Clerk for Municipal election purposes. Charges shall be paid to the County Clerk as set forth in Section 32-4,147 RS Neb.

Commencing with the Statewide Primary Election in 1976, and every two (2) years thereafter, those candidates for Mayor and for positions on the City Council whose terms will be expiring shall be nominated at the Statewide Primary Election and elected at the Statewide General Election. (Ref. 17-107.02(1),(2), 32-4,146, 32-4,147 RS Neb.)

§ 1-702 ELECTIONS; TERM OF OFFICE.

All elected officers of the Municipality shall serve a term of four (4) years and until their successors are elected and have qualified. (Ref. 17-107.02 (2) RS Neb.)

§ 1-703 ELECTIONS; PRIMARY ELECTION, NUMBER OF CANDIDATES FILING.

If the number of candidates properly filed for nomination at the primary election does not exceed two (2) for each vacancy to be filled, all candidates properly filed shall be considered nominated, and no primary election for their nomination shall be required. (Ref. 17-107.02(4) RS Neb.)

§ 1-704 ELECTIONS; TIE VOTES.

In the case of a tie vote of any of the candidates in either the primary or general election, the County Clerk shall notify such candidates to appear at his office on a given day and hour to determine the same by lot before the canvassing board, and the certificate of nomination or election shall be given accordingly. Notice to appear shall be given by certified mail. (Ref. 17-107.02(6) RS Neb.)

§ 1-705 ELECTIONS; GENERAL ELECTION, PREPARATION OF BALLOT.

When more than one person becomes a candidate by filing, petition, or write-in procedures for the same position in the primary, the County Clerk, in preparing the official ballot for the general election shall place thereon the names of the persons who received the greatest number of votes in the primary, but in no event shall the names on the general election ballot be more than twice the number of vacancies to be filled at the general election.

The County Clerk shall place the names of the candidates on the general election ballot in the direct order according to the number of votes received at the primary election. If no primary election was held, the name of the candidates shall be placed upon the general election ballot in the order of their filing. (Ref. 17-107.02(6) &(7) RS Neb.)

§ 1-706 ELECTIONS; JOINT, GENERAL.

The general Municipal election shall be held in accordance with the provisions of Chapter thirty-two (32), Revised Statutes of Nebraska. The Governing Body has determined, by ordinance duly adopted, to hold the Municipal Election in conjunction with the Statewide Primary Election, held on the first (1st) Tuesday after the second (2nd) Monday in May of each even numbered year. Prior to February one (1) of the year, in which the first such joint election takes place, the Governing Body shall receive the consent in writing of the County Board to so hold the election and such authorization shall be prescribed according to State law. The County Clerk shall have charge of the election and shall have the authority to deputize the Municipal Clerk for Municipal election purposes. (Ref. 32-505, 32-4,147 RS Neb.)

§ 1-707 ELECTIONS; JOINT, GENERAL, NOTICE.

The County Clerk shall publish in a newspaper designated by the County Board the notice of the election no less than forty (40) days prior to the Primary or General Election. This notice will serve the notice requirement for all Municipal Elections which are held in conjunction with the County. (Ref. 32-402.01 RS Neb.)

§ 1-708 ELECTIONS; JOINT, SPECIAL.

In lieu of submitting a matter or issue at a separate special Municipal Election, the Municipality may submit such matter or issue at a statewide General or Primary Election or at a scheduled County Election or may request the County to conduct a special election. Such matter or issue must be certified by the Municipal Clerk to the County Clerk or Election Commissioner at least fifty (50) days prior to the election. The Municipal Clerk shall be responsible for the publication or posting of any required special notice of the submission of such matter other than that required to be given of the statewide election issues.

§ 1-709 ELECTIONS; FILING FEE.

Prior to the filing of any nomination papers, there shall be paid to the Municipal Treasurer a filing fee which shall amount to one (1%) per cent of the annual salary for the office for which the candidate will file; Provided, there shall be no filing fee for any candidate filing for an office in which a per diem is paid rather than a salary, or an office for which there is a salary of less than five hundred (\$500.00) dollars per year. No nominating papers shall be filed until the proper Municipal Treasurer's receipt, showing the payment of the filing fee, shall be presented to the election officer with whom the nomination papers are to be filed. (Ref. 32-513 RS Neb.)

§ 1-710 ELECTIONS; PETITION CANDIDATE

Candidates for any Municipal office in the Municipality may be nominated by petition. Petitions shall contain signatures of registered voters totaling not less than ten (10%) per cent of the total votes received by the candidate receiving the highest number of votes in the Municipality or ward at the preceding general election in which officers were last elected to such office. They shall be accompanied by a treasurer's receipt for the filing fees for the office being sought. All petitions shall provide a space at least two and one half (2-1/2") inches long for written signatures, a space at least two (2") inches long for printed names, and sufficient space for any additional information which may be required. Lines on such petitions shall not be less than one-fourth (1/4") inch apart. Petitions may be designed in such a manner that lines for signatures and other information run the length of the page rather than the width. Petition signers and petition circulators shall conform to the requirements of Section 32-713 RS Neb. Petitions must be filed at least sixty (60) days prior to the State Primary. (Ref. 32-4,156, 32-504, 32-513, 32-535, 32-713, RS Neb.)

§ 1-711 ELECTIONS; OFFICIALS.

The Election Commissioner shall select and appoint three (3) qualified persons as judges of election and two (2) qualified persons as clerks of election for each election district in the county. They shall be persons of good repute and character, able to read and write the English language, and eligible to qualify as electors of the county in which such election is held. No person shall be appointed as judge or clerk of election who is a candidate for office at such election, except candidates for membership of school boards and delegates to a county political convention, or an employee of any political subdivision, except an employee of a utility district, or a teacher of the public school system. (Ref. 32-210 RS Neb.)

§ 1-712 ELECTIONS; OFFICIALS OATH.

Previous to any votes being received, the judges and clerks of election shall severally take an oath or affirmation according to the form authorized by State law. If there is no judge present at the opening of the polls, it shall be lawful for the judges of election to administer the oath to each other and the clerks of election. The person administering such oath shall cause an entry to be made thereof and affixed to each poll book. (Ref. 11-101.01, 32-413, 32-414 RS Neb.)

§ 1-713 ELECTIONS: VOTER QUALIFICATIONS.

Electors shall mean every person of the constitutionally prescribed age or upwards, who shall have the right to vote for all officers to be elected to public office, and upon all questions and proposals, lawfully submitted to the voters at any and all elections authorized or provided for by the Constitution or the laws of the State of Nebraska, except school elections; Provided, no person shall be qualified to vote at any election unless such person shall be a resident of the State and shall have been properly registered with the election official of the county. (Ref. 17-602, 32-102 RS Neb.)

§ 1-714 ELECTIONS; WARDS.

The Election Districts of the City of St. Paul, Nebraska shall be the North Ward (Ward 2) and the South Ward (Ward 1), and the Mayor and City Council of the City of St. Paul, Nebraska hereby determine that these wards are substantially equal in population.

WARD ONE

The South Ward of the City of St. Paul, Nebraska (Ward 1) shall include all that portion of the City of St. Paul, Nebraska lying south of Howard Avenue and all that part of St. Paul, Nebraska lying east of Second Street.

WARD TWO

The North Ward of the City of St. Paul, Nebraska (Ward 2) shall include all that portion of the City of St. Paul, Nebraska lying north of Howard Avenue except that part of the City St. Paul, Nebraska lying east of Second Street.

(Ref. 17-102 RS Neb.)(Amended by Ord. No. 632, 7/17/91)

§ 1-715 ELECTIONS; COUNCILMEMBERS.

Councilmembers shall be elected from the Municipality at large unless the residents of the Municipality have voted to elect its Councilmembers by wards. Councilmembers shall serve for a term of four (4) years and shall be a resident and qualified elector. If the election of Councilmembers takes place by wards, each nominee for Councilmember shall be a resident and qualified elector of the ward for which he is a candidate, and only residents of that ward may sign the candidate's nomination petitions. (Ref. 5-108 RS Neb.)

§ 1-716 ELECTIONS; BALLOTS.

The County Clerk shall provide printed ballots for every general Municipal election and the expense of printing and delivering the ballots and cards of instruction shall be a charge upon the Municipality. (Ref. 32-417, 32-418 RS Neb.)

§ 1-717 ELECTIONS; CERTIFICATE OF ELECTION.

After the canvass of the vote at the Municipal election, the Municipal Clerk shall prepare a certificate of election for each person whom the Canvassing Board has declared to have received the highest vote, and in the form as nearly as possible prescribed by State law, which shall be signed by the Mayor under the seal of the Municipality, and countersigned by the Municipal Clerk. The said certificate shall then be delivered to the persons so elected. (Ref. 32-4,111, 32-4,152 RS Neb.)

§ 1-718 ELECTIONS; INABILITY TO ASSUME OFFICE.

In any general election, where the person who received the highest number of votes is ineligible, disqualified, deceased, or for any other reason is unable to assume the office for which he was a candidate, and the electorate had reasonable notice of such disability at the time of the election, the candidate in such election who received the next highest number of votes shall be declared elected, and shall be entitled to the certificate of election; Provided, that any candidate so declared elected received not less than thirty-five (35%) per cent of the total number of votes cast for such office in the election. If any of the qualifications of this Section are not met by the candidate to be declared elected, or reasonable notice of the winners ineligibility is not available to the voters, a vacancy in such office shall be declared to exist at the time of commencement of the term and shall be filled as prescribed by law. (Ref. 32-537 (7) & (8) RS Neb.)

§ 1-719 ELECTIONS; RECALL PROCEDURE.

Any or all of the elected officials of the Municipality may be removed from office by the registered voters of the Municipality. Petition papers, to do such, shall be procured from and filed with the Municipal Clerk, who shall keep a sufficient number of such blank petition papers on file for distribution. An affidavit to procure such papers shall be made by one (1) or more registered voters and filed with the Municipal Clerk, stating the name and office of the officer or officers sought to be removed. The Clerk, upon issuing any petition paper, shall enter in a record, to be kept in his or her office, the name of the registered voter or voters to whom issued, the date of such issuance, and the number of papers issued and shall certify on the papers the name of the registered voter or voters to whom the papers were issued and the date they were issued.

Circulators of such petitions shall comply will all requirements of the Statutes of Nebraska. Such petition demanding that recall be submitted to the registered voters shall be signed by registered voters equal in number to at least thirty-five (35%) per cent of the total votes cast at the last General Municipal Election, except for an office where more than one (1) candidate is chosen in which case the petition shall be signed by registered voters equal in number to at least thirty-five (35%) per cent of the number of votes cast for the person receiving the most votes for such office in the last General Election. If officers are elected by ward, only registered voters of that officer's ward may sign a recall petition or vote at the recall election.

All petitions shall be filed with the Clerk for signature verification as one instrument within thirty (30) days of issuance of the original petition papers. Within ten (10) days after the filing of the petition, the Clerk shall ascertain whether or not the petition is signed by the requisite number of registered voters and shall attach to the petition a certificate showing whether any signatures need to be corrected in order to comply with the requirements of this Section and State Statutes. If the Clerk finds incorrect signatures, he or she shall promptly notify the person filing the petition that the petition may be cured at any time within ten (10) days after the giving of such notice by the filing of a supplementary petition, with the corrected signatures, on additional petition papers issued and filed as provided for the original petition. No new signatures may be added after the initial filing of the petition and no signatures may be removed unless the Clerk receives an affidavit signed by the person requesting his or her signature be removed. The Clerk shall, within five (5) days after any correction, examine the corrected petition and attach a certificate as in the case of the original petition. If the certificate shows the corrected petition to be insufficient or if no correction was made, the Clerk shall file the petition in his or her office without prejudice to the filing of a new petition for the same purpose.

If the petition or corrected petition is found to be sufficient, the Clerk shall attach to the petition a certificate showing the result of such examination and shall notify the officer whose removal is sought. If the officer does not resign within five (5) days after the notice, the Clerk shall submit, within ten (10) days after the five (5) day period has elapsed, the original petition and supplement, together with his or her certificates, to the Governing Body. Upon receipt of such petition and certificate, the Governing Body shall order an election to be held not less than thirty (30) nor more than forty-five (45) days after the five (5) day period, except that if any other election is to held in that district within ninety (90) days of the five (5) day period the Governing Body may provide for the holding of the removal election on the same day.

No recall petition shall be filed against members of the Governing Body within twelve (12) months after a recall election has failed to remove him or her from office or within six (6) months from the end of his or her term of office. (Ref. 32-1401 thru 32-1408 RS Neb.)

§ 1-720 ELECTIONS; CANDIDATE QUALIFICATIONS.

Any person seeking elected office in the Municipality shall be a registered voter prior to holding such office and in addition shall have reached the age of majority. The Mayor and members of the Council shall be residents and qualified electors of the City. They shall not hold any other public elective public office, except for officers of public power districts, public power and irrigation districts, and public utility companies. (Ref. 17-108.02, 32-4,157 RS Neb.)

§ 1-721 ELECTIONS; EXIT POLLS.

No person shall conduct any exit poll, public opinion poll, or any other interview with voters on election day seeking to determine voter preference within twenty (20') feet of the entrance of any polling place room or, if inside the polling place building, within one hundred (100') feet of any voting booth. (Ref. 32-1221 RS Neb.)

City of St. Paul
Receipts

Date	From	Account	Description & Breakdown	Amount	
12/1/2023	Quick Med Claims, LLC		St Paul Rescue	401.13	ACH
12/1/2023	BCBSNE		St Paul Rescue	603.88	ACH
12/4/2023	City of St Paul-Dvoracek Title for Fred and Kay Meyer	Paving	Prin \$14,197.07 Int \$385.3	14,592.39	
			Recording Fee \$10.00		
12/5/2023	State of NE		HHS NFO	550.00	ACH
12/6/2023	State of NE		HHS NFO	220.00	ACH
12/6/2023	City of St Paul-Craig Hamilton	Paving	Prin \$33.10 Int \$6.90	40.00	
12/7/2023	Sapphire Edge In		HCCLAIMPMT	258.35	ACH
12/8/2023	State of NE		HHS NFO	716.76	ACH
12/12/2023	Howard Co. Treasurer	VP Bond	Collections	354.45	
12/12/2023	Howard Co. Treasurer		Collections	4,879.28	
			General \$ 331.48		
			Fire 57.76		
			Police 620.90		
			Cemetery 43.32		
			Pool 144.40		
			Park 115.51		
			Rec 14.44		
			Library 158.83		
			Senior Center 14.44		
			Streets 3,378.20		
12/12/2023	State of NE		HHS NFO	380.00	ACH
12/11/2023	City of St Paul-Dora Johnson	Paving	Prin \$176.00 Int \$24.00	200.00	
12/13/2023	City of St Paul-SP Chamber GCA Days	Reimb'd	Fireworks Inc. \$700.00	1,206.00	
			Port-a-potties \$506.00		
12/13/2023	Wisconsin Phy Serv		HCCLAIMPMT	4,838.98	ACH
12/15/2023	Wisconsin Phy Serv		HCCLAIMPMT	400.00	ACH
12/18/2023	City of St Paul	VP Bond	Goodenberger	65.00	
		Water	Prin \$25.46 Int \$.54		
		Swr	Prin \$38.18 Int \$.82		
12/19/2023	Quick Med Claims, LLC		St Paul Rescue	344.93	ACH
12/19/2023	State of NE		956 13th Ave	47.94	ACH

City of St. Paul
Receipts

12/19/2023	City of St Paul		Aurora Coop	92.89	
12/20/2023	Pay Plus		St Paul Rescue	101.81	ACH
12/20/2023	BCBSNE		St Paul Rescue	622.82	ACH
12/21/2023	5/3 Bankcard Sys		USO* St Paul Rescue	102.59	ACH
12/21/2023	State of NE		Oct 2023 Sales Tax	57,557.57	ACH
12/21/2023	City of St Paul-Marlon Thomsen		hay lease @ recycling ctr	652.00	
12/22/2023	Quick Med Claims, LLC		St Paul Rescue	188.12	ACH
12/26/2023	City of St Paul-G Robinson		Reimb on City Credit Card	16.59	
12/27/2023	Wisconsin Phy Serv		HCCLAIMPMT	948.00	ACH
12/28/2023	Quick Med Claims, LLC		St Paul Rescue	189.93	ACH
12/28/2023	State of NE		2nd Dist Muni Equalizatn	17,840.06	ACH
12/29/2023	City of St Paul-Tabacco Licenses		Skyline Cafe \$10.00	80.00	
			Riverview Lanes \$10.00		
			Bosselman P&P \$10.00		
			Dollar General \$10.00		
			Jakester \$10.00		
			Kwik Stop \$10.00		
			Casey's \$10.00		
			Bootlegger \$10.00		
12/29/2023	Homestead Bank Interest on 300100027			1,314.09	
Other Accounts:					
12/1/2023	City Office - State of Nebraska - to Light 300-504-981 - North Yards Rent		State of NE	250.00	
12/14/2023	City Office - St. Paul Keno to Keno 300-504-409			5,157.88	
	City Office - U-Betcha Auto payment to Sales Tax 300-504-420				
	City Office - Herv's Transmission payment to Sales Tax 300-504-420				
	City Office - L & M Enterprises payment to Sales Tax 300-504-420				
12/11/2023	City Office- Teresa's Floral to REDLG 300-301-465		Prin \$260.56 Int \$10.92	271.48	
12/4/2023	City Office - Vogel payment to REDLG 300-301-465		Prin \$1207.20 Int \$43.80	1,251.00	
12/4/2023	City Office - Howard County Medical Center payment to REDLG 300-301-465		Prin \$5,000.00	5,000.00	
	City Office - C. Hamilton payment to P.I. 300-504-681				
	City Office - Starkey payment to P.I. 300-504-684				
12/21/2023	City Office - Bed Head Coffee payment to Sales Tax 300-504-420		Prin \$485.70 Int \$164.30	650.00	

City of St. Paul
Receipts

12/29/2023	Citizens Bank & Trust - Interest on Cafeteria 125 102407		43.27
12/29/2023	Citizens Bank & Trust - Interest on Health Deductible 102482		277.54
12/29/2023	Citizens Bank & Trust - Interest on Cemetery Savings 753122		6.11
12/29/2023	Citizens Bank & Trust - Interest on Sales Tax Infrastructure 102342		208.03
12/29/2023	Citizens Bank & Trust- Interest on Sales Tax Fire Station Proceeds 103667		236.04
12/29/2023	Citizens Bank & Trust -Interest on Fire Station Construction 103683		36.16
12/29/2023	Citizens Bank & Trust - Interest on City Park Aluminum Improvement Savings 772682		2.42
12/29/2023	Citizens Bank & Trust - Interest on General TCD # 109366		0.00
12/29/2023	Citizens Bank & Trust - Interest on General TCD # 109367		0.00
12/29/2023	Citizens Bank & Trust - Interest on Light ICS MMA 103217		3,108.63
12/29/2023	Citizens Bank & Trust - Interest on Water ICS MMA 103225		1,029.84
12/29/2023	Citizens Bank & Trust - Interest on Sewer ICS MMA 103241		1,058.54
12/29/2023	Citizens Bank & Trust - Interest on General ICS MMA 103209		3,009.71
12/29/2023	Citizens Bank & Trust - Interest on Building Sinking ICS MMA 103233		95.70
12/29/2023	Citizens Bank & Trust - Interest on Firemen ICS MMA 103268		74.29
12/29/2023	Citizens Bank & Trust - Interest on Ambulance ICS MMA 103276		251.98
12/29/2023	Citizens Bank & Trust - Interest on Park ICS MMA 103284		168.38
12/29/2023	Citizens Bank & Trust - Interest on Police ICS MMA 103292		9.85
12/29/2023	Citizens Bank & Trust - Interest on Keno ICS MMA 103314		257.90
12/29/2023	Citizens Bank & Trust - Interest on Streets ICS MMA 103349		272.73
12/29/2023	Citizens Bank & Trust - Interest on Library ICS MMA 103365		137.12
12/29/2023	Citizens Bank & Trust - Interest on Senior Center ICS MMA 103373		81.78
12/29/2023	Citizens Bank & Trust - Interest on Red Leg ICS MMA 103381		372.41
12/29/2023	Citizens Bank & Trust - Interest on Pool ICS MMA 103438		67.90
12/29/2023	Citizens Bank & Trust - Interest on Elmwood Cemetery ICS MMA 103446		98.96
12/29/2023	Citizens Bank & Trust-Int. on 25% Sales Tax Infrastructure ICS 102342		757.28
12/29/2023	Citizens Bank & Trust-Interest on City Sales Tax ICS 103462		51.81
12/29/2023	Citizens Bank & Trust-Interest on Health Deductible Account 10 482		384.89
12/29/2023	Heritage Bank - Interest on MMDA 411025		775.02
12/29/2023	NPAIT-Interest on Light Funds 23251-101		2,155.24
12/29/2023	NPAIT-Interest on Water Funds 23251-102		713.65
12/29/2023	NPAIT-Interest on General Funds 23251-104		2,155.24
12/29/2023	NPAIT-Interest on Sewer Funds 23251-106		952.13
12/29/2023	NPAIT-Interest on Fire Funds 23251-107		406.98

City of St. Paul
Receipts

12/29/2023	NPAIT-Interest on Ambulance 23251-108			213.67
12/29/2023	NPAIT-Interest on Park Funds 23251-109			435.38
12/29/2023	NPAIT- Interst on Library Funds 2351-110			236.62
12/29/2023	NPAIT-Interest on Keno Funds 23251-111			477.99
12/29/2023	NPAIT-Interest on REDLG Funds 23251-112			236.62
12/29/2023	NPAIT-Interest on (NEW) Fire Station 23251-201			9,277.78
12/29/2023	NE Class-Interest on Lights 01-0005-0001			2,681.38
12/29/2023	NE Class-Interest on Water 01-0005-0002			434.36
12/29/2023	NE Class-Interest on Sewer 01-0005-0003			954.39
12/29/2023	NE Class-Interest on General 01-0005-0004			3,263.80
12/29/2023	NE Class-Interest on Street 01-0005-0005			203.06
12/29/2023	NE Class-Interest on Fire 01-0005-0006			148.58
12/29/2023	NE Class-Interest on Police 01-0005-0007			74.29
12/29/2023	NE Class-Interest on Fire Station Construction 01-0005-0008			0.00
12/29/2023	NE Class-Interest on Cemetery 01-0005-0009			128.77
12/29/2023	NE Class-Interest on Ambulance 01-0005-0010			584.41
12/29/2023	NE Class-Interest on Park 01-0005-0011			227.92
12/29/2023	NE Class-Interest on Library 01-0005-0012			193.15
12/29/2023	NE Class-Interest on Keno 01-0005-0013			183.25
12/29/2023	NE Class-Interest on Sales Tax 01-0005-0014			599.27
12/29/2023	NE Class-Interest on 25% Infrastructure 01-0005-0015			161.22
12/29/2023	NE Class-Interest on Sales Tax (Fire Station) 01-0005-0016			0.00
12/29/2023	NE Class-Interest on REDLG 01-0005-0017			84.20
12/29/2023	NE Class-Interest on ARPA 01-0005-0018			0.00
12/29/2023	NE Class-Interest on Building Sinking fund 01-0005-0019			118.86
12/29/2023	NE Class-interest on Swimming Pool 01-0005-0020			74.29
12/29/2023	NE Class-Interest on Senior Center 01-0005-0021			99.05
12/29/2023	NE Class-Interest on Health Deductible 01-0005-0022			161.22

SALES TAX	2023-2024				
Proceeds Received	Total Amt	St - Mtr Veh Tx	25% Infrast.	Sales Tax Fire Station Proceeds	End Amount
		21-022	60-040	60-041	60-700
September 21, 2024					\$ -
August 25, 2024					\$ -
July 23, 2024					\$ -
June 22, 2024					\$ -
May 21, 2024					\$ -
April 21, 2024					\$ -
March 21, 2024					\$ -
February 21, 2024					\$ -
January 22, 2024	\$ 56,475.07	\$ (3,179.37)	\$ (8,882.62)	\$ (17,765.24)	\$ 26,647.84
December 22, 2023	\$ 57,557.57	\$ (6,512.35)	\$ (8,507.54)	\$ (17,015.08)	\$ 25,522.60
November 22, 2023	\$ 60,848.98	\$ (8,630.72)	\$ (8,703.05)	\$ (17,406.09)	\$ 26,109.12
October 22, 2023	\$ 59,390.44	\$ (10,459.50)	\$ (8,155.16)	\$ (16,310.32)	\$ 24,465.46
	\$ 234,272.06	\$ (28,781.94)	\$ (34,248.37)	\$ (68,496.73)	\$ 102,745.02

EDUCATING ON EPIC

ECONOMIC DEVELOPMENT

What would the **EPIC Option** mean for municipalities regarding **economic development**?

- ➔ **Would Cause Loss of Local Economic Development Programs**
Without the financial support by local sources of revenue, local economic development programs would cease to exist.
- ➔ **Would Cause Loss of Tax Increment Financing (TIF)**
EPIC eliminates property taxes. Without property taxes, TIF would no longer be possible.
- ➔ **Incentive for Economic Development Would Disappear**
There would be less incentive to grow a municipality if there is no assurance that the growth will produce enough revenue to maintain services and infrastructure through EPIC.
- ➔ **State Tax Credit Programs Would Be Eliminated**
Tax credit programs such as the ImagiNE Nebraska Act, the Nebraska Advantage Act, the Homestead Exemption and others would be eliminated.
- ➔ **Highway Allocation Funds Would Be Eliminated**
Every municipality in the state relies on Highway Allocation Funds to maintain their streets and roads. These funds would be eliminated with EPIC.
- ➔ **Local Businesses Would Be Impacted**
People would purchase from retailers outside of Nebraska to avoid EPIC which would hurt local businesses.
- ➔ **Tourism Would Be Impacted**
Visitors would be discouraged from visiting and purchasing items in Nebraska due to the high consumption tax rate.

EDUCATING ON EPIC

IMPACT ON FAMILIES

How would the EPIC Option impact individuals and families?

- ➔ **There Would Be a Negative Impact on Middle to Lower Income Families**
These families pay less property taxes and income taxes than higher income families, but lower- and middle-income families would pay consumption tax on all their non-grocery purchases.
- ➔ **EPIC Would Lower Take-Home Pay**
An employer would pay EPIC consumption tax on wages and benefits; employees would have less take-home pay.
- ➔ **New Homes Would Be Subject to Consumption Tax**
Under EPIC, new homes would be subject to the EPIC consumption tax, putting more burden on families to finance new homes. It would also create more hardship for builders when more affordable and workforce housing is needed.
- ➔ **There Would Be No Homestead Exemption**
Older Nebraskans, veterans, and people with disabilities depend on the homestead exemption to stay in their homes. With EPIC, there would be no homestead exemption.
- ➔ **There Would Be a Tax on Health Care**
Health care costs and medications would be taxed under EPIC.
- ➔ **Non-Profits Would Lose Tax-Exempt Status**
Nebraska non-profit entities, such as charitable and religious organizations would lose their tax-exempt status under EPIC, thereby decreasing their ability to help families and do good work.
- ➔ **Utilities Would Be Taxed**
Utilities would be increased under EPIC increasing costs to individuals and families.
- ➔ **EPIC Would Be Regressive**
Lower- and middle-income households spend a greater portion of their income on average on non-grocery purchases than wealthy households.

EDUCATING ON EPIC

LOSS OF LOCAL CONTROL

What would the **EPIC Option** mean for municipalities regarding the **loss of local control**?

- ➔ **Local Control of Revenue Would Be Lost**
EPIC tax would not allow municipalities to have local taxes such as sales tax for needed projects and economic development.
- ➔ **Local Control of Budgeting Would Be Lost**
Budget would be decided by new regional group, and the legislature and the Governor, not locally elected officials.
- ➔ **Assurance of Revenue Amount to Community Would Be Lost**
Control by outside regional group and the Legislature would take away the assurance of having the revenue collected that meets the needs of the local community. Funds would be centralized and then redistributed by the Legislature.
- ➔ **Would Create Inequality of Representation on the Budget Equalization and Review Board**
Members of this board represent 18-19 counties that do not represent an equal amount of population.
- ➔ **Would Cause Loss of Stable Revenue Security for Municipal Bonds**
Most bonds use property tax or sales tax for debt service because of its accuracy and reliability of the revenue. EPIC would eliminate these taxes.
- ➔ **Would Cause Loss of Local Interest to Run for Elected Positions**
With budgeting, the most important obligation of an elected official, being taken away, desire to run for office would decrease.
- ➔ **Would Cause Loss of Ability to Abate Nuisances**
Violations of nuisance ordinances and special assessments are enforced/collected with property taxes. EPIC would eliminate these taxes making it more challenging to abate nuisances.
- ➔ **Improvement Districts and Sanitary and Improvement Districts Would End**
These entities operate on property taxes. EPIC would eliminate these taxes.
- ➔ **Would Cause Loss of Local Control for Local Citizens to Vote to Fund Projects**
With EPIC, municipalities would not be able to vote to spend local funds for local projects like attracting businesses or building a new swimming pool.
- ➔ **Trust factor**
Locally elected officials are the most accessible and responsive to the needs of their citizens. Statewide polls consistently rank locally elected leaders as the most trusted.

EDUCATING ON EPIC

OVERALL CONCERNS

What are some of the **overall concerns** for municipalities with the **EPIC Option**?

- ➔ **Rate of Consumption Tax**
Some entities estimate the rate of the EPIC consumption tax would need to be over 22% rather than 7.5% to raise the funds needed for state and local governments.
- ➔ **Would Create Uncertainty of Revenue Capture with EPIC**
Property tax collection is a stable tax based on property valuations. The consumption tax under EPIC would be more variable and buying habits may change creating a wider range of 'unknown collection' of revenue.
- ➔ **Payment of Consumption Tax Would Not Be Timely**
EPIC would create burdensome processes with local, regional, and state entities needing to review and approve the budget. Lack of timeliness would also affect bond payment schedule.
- ➔ **Would Be Massive Requirement to Change of ALL Tax Laws Currently in Place**
Since most tax laws in Nebraska are created around the current constitution and state laws, a large amount of adjustments would be needed to have ALL those tax laws amended if EPIC is adopted.
- ➔ **Online Sales Tax Would Be Lost**
EPIC would eliminate sales taxes therefore on-line sales purchases would no longer be taxed. Sales taxes have helped many communities; particularly rural ones.
- ➔ **Government Entities Would Lose Tax-exempt Status**
Municipalities use their current sales tax-exempt status to lower the cost of projects in the community.
- ➔ **Would Create Increased Burden on Businesses**
Currently, businesses report their sales tax collection monthly. EPIC will require businesses with higher sales to pay and report weekly.
- ➔ **Would Impact Wages and Benefits**
It is difficult for municipalities to stay competitive with wages. Requiring municipalities to depend on an uncertain revenue stream would make it more difficult.

EDUCATING ON EPIC

OVERALL CONCERNS

What are some of the **overall concerns** for municipalities with the **EPIC Option**?

(CONTINUED FROM PAGE 1)

- ➔ **Insurance Rates Would Be Impacted**
Insurance companies would pass the extra EPIC consumption tax forward to their employers and ultimately on to the end user (the citizen).
- ➔ **Would Create Workforce Recruitment Challenges**
If the costs for consumers are higher in Nebraska than surrounding states, the workforce recruitment challenge would become more difficult.
- ➔ **Could Create Consumption Tax Evasion**
Under the current collection structure, there are individuals and businesses that incorrectly collect the sales and use taxes. This percentage of error would be greater with the new EPIC consumption tax.
- ➔ **Would Cause State Border Bleed**
Nebraska citizens near the border will go to neighboring states to shop and make purchases.
- ➔ **Would Create Black Market**
Since used goods are not subject to the EPIC consumption tax, a 'black market' for importing items and reselling them could develop. This would harm our downtowns.
- ➔ **No Other State Has Consumption Tax**
Nebraska would be the first state to have EPIC consumption tax so there is no model to learn from. Additional research would be needed to ensure there are no long-term negative impacts for Nebraskans before amending the constitution.
- ➔ **Would Create Burden on Municipalities with Utilities**
Large sellers would be required to remit EPIC consumption tax weekly, which would include municipalities with large utilities.
- ➔ **Would Discourage Development**
Land is not subject to the EPIC consumption tax which could discourage development. Non-development would limit any kind of population growth.

Proponents of the EPIC Consumption Tax claim:

1. It would eliminate all Nebraska property, income, inheritance, corporate, and sales taxes.
2. It would impose a consumption tax rate on all services and new goods at a rate of 7.5%.
3. There would be no taxes on groceries.
4. It would eliminate double taxation.
 - It would impose a consumption tax only on services and new goods.
 - There would be no taxes on used cars or previously owned homes.
 - There would be no consumption tax on gas or diesel fuel because fuel is subject to an excise tax.
 - There would be no consumption tax on insurance premiums because insurance premiums are subject to a premium tax, which is an excise tax.
 - There would be no taxes on business-to-business transactions; on a farmer's combine, baler, seed, or fertilizer; or on a business's tools, office equipment, or shelving.
5. The Consumption Tax would be fair to all Nebraskans.
 - Currently 60% of Nebraskans pay 100% of the taxes.
 - Under EPIC, all Nebraskans would contribute.
 - There would be no special tax exceptions for government agencies and non-profits.
6. There would be more spending money for all Nebraskans.
 - The money the State currently takes from you for property and income tax would become extra money in your pocket that you have to purchase items for you and your family.
 - Since there is no property tax, your spending money would never decrease due to an increase in your property tax.
 - Since there is no state income tax, if you get a raise, the State of Nebraska would not take one penny of your raise.
7. Housing rent will eventually decrease.
 - Currently when the amount of property tax raises on a rental property, then landlords would raise the rent so their profit does not decrease.
 - Initially there would be a consumption tax rate increase in rent. But to stay competitive with other landlords and to keep renters, landlords would decrease rent. When landlords decrease rent, they would still have the same, if not more profit, because they would no longer include property tax in your monthly rent.
8. Nebraska would keep prices of goods and services lower than border states, such as Iowa.
 - This would increase the amount of taxes collected in Nebraska as people shop in Nebraska.

9. It would make it harder for large corporations to purchase Nebraska farmland.
 - There would be less land available for them to purchase.
 - Farmers and Ranchers would not have to sell their land due to the inability to pay the ever-increasing property taxes.
 - Those that inherit land would be able to afford to keep it because there will be no property tax or inheritance tax.
 - Nebraska residents would want to purchase more land because there is no property tax they must continually pay once the land is paid for.

10. The EPIC Option would not cause medical insurance rates to increase, and out-of-pocket medical expense changes would be minimal.

More information from proponents of the EPIC Consumption Tax can be found at www.epicoption.org