



**CITY OF SEWARD
City Council
Regular Meeting**

Agenda

**Tuesday, January 5,
2021**

7:00 PM

**East & West Basement of the Seward
Civic Center**

NOTICE IS HEREBY GIVEN that a meeting of the City Council of the City of Seward, Nebraska will be held at 7:00 PM on Tuesday, January 5, 2021, in the Seward Civic Center East & West Basement, 616 Bradford St, Seward, NE 68434, which meeting will be open to the public. The Mayor and City Council reserve the right to adjourn into Closed Session as per Section 84-1410 of the Nebraska Revised Statutes. An Agenda for such meeting, kept continually current, is available at the Office of the City Clerk, 537 Main Street, Seward, Nebraska, during normal business hours. Individuals requiring physical or sensory accommodations, who desire to attend or participate, please contact the City Clerk's Office at 402.643.2928 no later than 3:30 PM on the Friday preceding the Council Meeting.

City financial claims and related invoices will be available for Council member review, audit and voluntary signatures at Council Chambers beginning 30 minutes prior to the scheduled meeting time.

MEETING BEING HELD VIA VIDEO/TELE-CONFERENCE UNDER STATE OF NEBRASKA, GOVERNOR PETE RICKETTS, EXECUTIVE ORDER NO. 20-36 (CORONA VIRUS-PUBLIC MEETINGS REQUIREMENT LIMITED WAIVER)

**TO PARTICIPATE - Join Via Computer, Tablet, or Smart Phone:
Enter this URL into your Browser: <https://zoom.us/join>**

**Enter Meeting ID: 833 7779 8849
Passcode: 033176**

**TO PARTICIPATE - Join Via Telephone - call one of the numbers below:
1-669-900-6833
1-346-248-7799**

**Enter Meeting ID: 833 7779 8849
Passcode: 033176**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

DISCLOSURE OF OPEN MEETINGS ACT & OTHER NOTIFICATIONS

This is an Open Meeting of the Seward Nebraska Governing Body. The City of Seward abides by the Nebraska Open Meetings Act in conducting business. A copy of the Nebraska Open Meetings Act is displayed on the north wall of this meeting room facility

as required. Disclosure of meeting recording processes is posted in the Meeting Room. A participant sign-in sheet is available for use by any Citizen addressing the Council. Presenters shall approach the podium, state their name & address for the Clerk's record and are asked to limit remarks to five minutes. All remarks shall be directed to the Mayor who shall determine by whom any appropriate response shall be made. The City of Seward reserves the right to adjust the order of items on this Agenda if necessary and may elect to take action on any of the items listed.

ROLL CALL

MINUTES

1. Draft Minutes of December 15, 2020- City Clerk Otte

CONSENT AGENDA

1. Claims & Payables Reports
2. Infrastructure Cost Items Reimbursable Back to the City

ADMINISTRATIVE ITEMS

1. Recommend Gary Jewell as Manager of Veterans FW, 243 South 9th Street, Retail Class C Liquor License - City Clerk Otte
2. Request by Hughes Brothers to Display 100 Year Anniversary Banners Along Seward Street and Near the Municipal Bandshell in 2021 - City Administrator Butcher
3. Discussion and Consideration of Lighting and Tree Plantings Along the Karol Kay Project - City Administrator Butcher
4. Resolution Adding a Stop Sign at 4th Street and Waverly Road - City Administrator Butcher
5. Amendment to the Downtown Revitalization (DTR) Program Guidelines to Allow for 50/50 Matching Funds on All Approved Projects Within 17-DTR-107, Update on All Projects, and Preparation for Project Closeout - City Administrator Butcher
6. Updated Job Description for Wastewater Treatment/Sanitary System Operator - City Administrator Butcher
7. Updated Job Description for Utility Billing/Account Clerk - City Administration Butcher
8. Ordinance Amending the Comprehensive Pay Plan Changing the Titles of Utility Billing/Account Clerk and Wastewater Treatment/Sanitary System Operator - City Administrator Butcher
9. Ordinance Amending Article II, Section 52.1.11, Entitled "Reduction in the Spread of the Novel Coronavirus (COVID-19)", Chapter 51 of the Seward Municipal Code, Establishing a Sunset Provision to March 3, 2021 - Mayor Eickmeier

REPORTS

1. City Administrator's Report - City Administrator Butcher

FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR

ADMINISTRATIVE ACTION

ANNOUNCEMENT OF UPCOMING EVENTS

MOTION TO ADJOURN

I, Bonnie Otte, the duly appointed qualified and acting Assist Admin/Clerk-Treasurer/Budget & HR Director of the City of Seward, Nebraska, hereby certify:

That the foregoing Notice of Meeting and Agenda for such meeting has been posted in the following places: Seward City Hall, Seward County Courthouse, Seward Memorial Library and CityofSewardNE.com

IN WITNESS WHEREOF, I have hereunto set my hand officially and affixed the seal of the City.

Bonnie Otte
Assist Admin/Clerk-Treasurer/Budget & HR Director

Date

December 15, 2020

The Seward City Council met at 7:00 p.m. on Tuesday, December 15, 2020, via conference call, allowed under State of Nebraska, Governor Pete Ricketts, Executive Order No. 20-36 (Corona Virus-Public Meetings Requirement Limited Waiver), dated December 1, 2020, hosted in the east/west basement of the Seward Civic Center, 616 Bradford St., Seward, NE 68434, with Mayor Joshua Eickmeier presiding and Assistant Administrator /Clerk-Treasurer /Budget & Human Resources Director Bonnie Otte recording the proceedings. Upon roll call, the following Councilmembers were present: Jonathon Wilken, Ellen Beck, Sid Kamprath, Jessica Kolterman, Karl Miller, John Singleton, Chris Schmit. Absent: Alyssa Hendrix. Other officials present: City Administrator Greg Butcher and City Attorney Kelly Hoffschneider.

Notice of the meeting was given in advance thereof by the method of communicating advance notice of the regular and special meetings of the City Council of the City of Seward, Nebraska, as stated in Ordinance No. 2015-08, which was adopted on the 5th day of May, 2015; said method stating that the notice of such meeting, with the agenda thereon, be posted in the following places: City Hall, Seward County Courthouse, Municipal Building, and Seward Memorial Library.

The certificate of posting notice is attached to these minutes. Notice of this meeting was simultaneously given to the Mayor and all members of the City Council and a copy of their acknowledgment of receipt of notice and the agenda are attached to these minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

THE PLEDGE OF ALLEGIANCE

Mayor Eickmeier announced that a copy of the Agenda for this meeting is posted in the room of the Civic Center and copies are available where a copy of the Open Meetings Act is also posted for public inspection. He also noted that any citizen wishing to address the Council should come to the podium, state their name and address and limit their comments to five minutes. All remarks should be directed to the Mayor/Chairperson, who will then determine who will make any appropriate response. The City of Seward reserves the right to adjust the order of items on this agenda if necessary and may elect to take action on any of the items listed.

1. APPROVAL OF MINUTES OF DECEMBER 1, 2020 COUNCIL MEETING

Councilmember Singleton moved, seconded by Councilmember Wilken, that the minutes of the December 1, 2020 City Council meeting be approved.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

2. APPROVAL OF MINUTES OF DECEMBER 3, 2020 SPECIAL COUNCIL MEETING

Councilmember Schmit moved, seconded by Councilmember Beck, that the minutes of the December 3, 2020 City Council special meeting be approved.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

1-5. CONSENT AGENDA CONSIDERATION ITEMS

December 15, 2020

The following Consent Agenda items were approved in one single motion made by Councilmember Singleton, seconded by Councilmember Kamprath:

1. Claims & Payables Reports
2. City Treasurer Report
3. City Codes Director Report
4. Police Department Report
5. Infrastructure Cost Items Reimbursable Back to the City

CLAIMS LIST
12-15-20
COUNCIL MEETING

Abbreviations: Bu, Building Upkeep; Eq, Equipment; Ex, Expense; Ma, Maintenance; Mi, Mileage; Misc, Miscellaneous; Re, Repairs; Sa, Salaries, Se, Services; Su, Supplies; Ut, Utilities, CI, Capital Improvements; GU, Grounds Upkeep.

AKRS Equipment	Re	70.45
All Road Barricades Inc	Signs	984.28
Amazon.Com Credit Service	Su, Bu, Misc	1,413.20
Baldinger Charlotte	Mi	23.00
Berggren Architects	Se	6,649.06
Bern's Body Shop	Re	36.98
Bizco Technologies	Se	4,608.78
Black Hills Energy	Ut	1,100.61
Blades Group	Su	1,984.00
Blue To Gold Law Enforce	Trng	97.00
Border States Industries	Re	1,127.25
Burlington Northern Santa	Ex, Misc	692.11
Campbell Cleaning	Bu	975.00
Center Point Large Print	Su	189.00
Cerny Daniel/Linda (Dubs)	Easement	1,000.00
City Seward Electric Fund	Ut	33,493.58
City Seward Library Petty	Su	82.11
City Seward Merchant Serv	Ex, Misc	1,984.73
City Seward Payroll Account	Payroll	156,397.31
City Seward Perpetual Fd	Lot Sales	600.00
Commonwealth Electric Co	Op, Ma	1,222.87
Constellation Newenergy	Ut	657.57
Cross & Sons Inc	Re	92.25
Eakes Office Solutions	Su	91.98
Elliott Equipment Co	Ma	1,317.98
Emergency Medical Product	Su	329.93
Farmers Coop Seward	Su, Re, Eq	4,476.58
Gehring Construction	Ci	97,770.67
Gerhold Concrete Co Inc	Gu	119.94
H & S Plumbing Heating &	Bu	1,003.64
Hach Company	Su, Ma	1,664.65
Herpolsheimer's Inc	Re	274.08
Hireright LLC	Se	401.40
Husker Electric Supply Co	Inv	734.44
Interstate All Battery Ce	Bu	169.20
Jackson Services Inc	Su	129.77
Last Mile Network Consult	Ex, Misc	90.00
League Ne Municipalities	Trng	95.00
Lee's Refrigeration	Bu, Re	606.11
Lincoln Winwater Works	Ma	276.62
Matheson Tri-Gas Inc	Su	89.46

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Memorial Health-Drug	Ex	572.00
Menards North	Gu	83.15
Menards South	Bu	224.40
Metallum	Re	1,160.00
Meyer Automotive	Re	315.63
Mid-American Benefits Inc	Ins	2,083.84
Midwest Auto Parts	Re	173.71
Midwest Automotive	Re	168.53
Midwest Laboratories Inc	Se	788.92
Miers Robert M	Misc	15.00
Municipal Supply Omaha	Re	1,801.26
Nebraska Equipment Inc	Re	115.60
Nebraska Fire Marshal	Gu	120.00
Nebraska Health Envir	Se	369.00
Nebraska Pub Pow-Desmoine	Incen, Ut, Su	468,482.09
Niemann's Port-A-Pot LLC	Ma	247.00
Norris Public Power Distr	Ut	615.78
Olsson	Se	2,592.00
One Call Concepts Inc	Se	69.57
O'Reilly Automotive Inc	Re	25.42
Orscheln Farm & Home	Su, Gu	234.84
Pac 'N' Save Discount Foo	Bu, Su	849.59
Pitney Bowes Inc	Ex	105.00
Pitney Bowes Reserve Acco	Su	4,500.00
Plunkett's Pest Control	Bu	61.61
Precision Tool & Machine	Tools, Re	170.00
Quill Corp	Su	214.92
Rembolt Ludtke	Se	500.00
Resco	Re	6,965.00
Rose Equipment Inc	Re	75.85
Rumery Lawn & Landscape	Gu	29.51
Sapp Brothers Petroleum I	Su	6,720.00
Schemmer Architects Engin	Se	3,013.10
Self Serve Storage	Incentive	260.00
Seward County Treasurer	Se	19,217.17
Seward Lumber & Home Cent	Bu, Su, Gu, Re	2,073.91
Seward Public Schools	Fines, Fees	480.19
Seward Wind LLC	Ut	44,221.27
Siteone Landscape Supply	Gu	361.13
Sports Express	Un	183.60
Title Services Of Blue Va	Se	724.00
Total Tool Supply Inc	Tools	168.69
Ty's Outdoor Power & Serv	Re	398.45
Verizon Wireless	Se	579.77
Visa - Pinnacle Bank		820.87
Adobe	Su	359.88
Demco, Inc	Su	78.50
Harlequinn	Su, Misc	56.84
Time Magazine	Su	26.75
Walmart	Su, Bu	38.92
Amazon.com	Su	19.98
Author Kloveggreen	Su	19.75
Country Sampler	Su	19.26
Harpers	Su	10.00
Bluestem Network	Se	115.00
PJS Supply Inc	Ma	59.96
Zoom.us	Se	16.03
Watson Wendell B	Su	11.12

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Wesco Distribution Inc	Re	401.25
Windstream Nebraska Inc	Se	1,917.23
Woods & Aitken LLP	Se	90.00
York Equipment	Re	2,784.30
	CLAIMS TOTAL	<u>\$903,277.86</u>

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

CONFIRMATION OF MAYOR APPOINTMENTS

1. APPOINT BRIAN W. PETERS AS CHIEF OF POLICE

Councilmember Schmit moved, seconded by Councilmember Kolterman, that Mayor Eickmeier's appointment of Brian W. Peters as Chief of Police be confirmed.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

The Oath of Office will be administered at a later date.

2. APPOINT LACEY KOCH TO THE PARK AND RECREATION BOARD (REPLACE SANDY WRIGHT) FOR A 3-YR TERM

Councilmember Wilken moved, seconded by Councilmember Kolterman, that Mayor Eickmeier's appointment of Lacey Koch to the Park and Recreation Board (replace Sandy Wright) for a 3-Yr term be confirmed.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

3. APPOINT LACEY KOCH TO THE PLANNING COMMISSION (ALTERNATE - REPLACE MIKE LANGNER) FOR A 3-YR TERM

Councilmember Kolterman moved, seconded by Councilmember Schmit, that Mayor Eickmeier's appointment of Lacey Koch to the Planning Commission as an Alternate (replace Mike Langner) for a 3-Yr term be confirmed.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

PUBLIC HEARINGS

1. PUBLIC HEARING - 7:00 PM - SPECIAL USE PERMIT FOR 647 SEWARD ST. FOR ALLOWING FOR DOWNTOWN STREET LEVEL RESIDENTIAL PROPERTY

Building/Zoning & Code Enforcement Director Tim Dworak stated Kach Investments has applied for a special use permit to convert the rear area of the first floor at 647 Seward St. to residential living space for the purposes of renting it out. A submitted floor plan shows the residential portion (rear) from the commercial portion (front). The request meets the qualifying City Code guidelines for the first floor or street floor level residential living in the Central Business District (CBD). Mr. Dworak stated the Planning

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Commission reviewed the request and tabled the item as the Fire Marshall has determined the floor plan does not meet fire code due to a lack of an additional exit (minimum of 2 exits required). The recommendation from the Fire Marshall was to convert a current window to an exit door of which the applicant is not wanting to do. Mr. Dworak stated the applicant is going to work with the Fire Marshall on other options and then request the Planning Commission reconsider the special use request.

Mayor Eickmeier opened the public hearing. With no additional public comment, Mayor Eickmeier closed the public hearing.

Councilmember Kamprath moved, seconded by Councilmember Beck, that a request for a special use permit for 647 Seward Street allowing for street level residential property in the downtown Central Business District be tabled to a date following recommendation of the Planning Commission.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

ADMINISTRATIVE ITEMS

1. AMENDED FARM LEASE WITH DAREK KOUMA FOR A 32.41 ACRE TRACT OF LAND NEAR PLUM CREEK TRAIL IN SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 11 NORTH, RANGE 3 EAST OF THE 6TH P.M., SEWARD COUNTY, NEBRASKA, FOR CROP YEAR 2020

City Administrator Butcher stated Mr. Kouma is the farm tenant for the farm ground effected by the Karol Kay project. Now that the Karol Kay project is underway and the farmable acres are determinable, Administration is presenting two proposed Amended Farm Leases for the prior 2020 crop year as well as updated leases with new areas for the final footprint of the Karol Kay area. Mr. Butcher noted an incorrect date on all four farm leases, stating the expiration date for each lease presented should read "February 28".

Councilmember Kolterman moved, seconded by Councilmember Schmit that an amended farm lease with Darek Kouma for a 32.41 acre tract of land near Plum Creek Trail in southwest quarter of Section 15, Township 11 North, Range 3 East of the 6th p.m., Seward County, Nebraska, for crop year 2020 be approved, with the amended term expiration date of February 28, 2021.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

2. AMENDED FARM LEASE WITH DAREK KOUMA FOR A 29.48 ACRE TRACT OF LAND NEAR THE PARADE OF FLAGS IN SOUTHEAST QUARTER OF SECTION 21, TOWNSHIP 11 NORTH, RANGE 3 EAST OF THE 6TH P.M., SEWARD COUNTY, NEBRASKA, FOR CROP YEAR 2020

Councilmember Schmit moved, seconded by Councilmember Kolterman that an amended farm lease with Darek Kouma for a 29.48 acre tract of land near the Parade of Flags in southeast quarter of Section 21, Township 11 North, Range 3 East of the 6th p.m., Seward County, Nebraska, for crop year 2020 be approved, with the amended term expiration date of February 28, 2021.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

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3. FARM LEASE WITH DAREK KOUMA FOR A 32.41 ACRE TRACT OF LAND NEAR PLUM CREEK TRAIL IN SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 11 NORTH, RANGE 3 EAST OF THE 6TH P.M., SEWARD COUNTY, NEBRASKA, FOR CROP YEAR 2021

Councilmember Kolterman moved, seconded by Councilmember Wilken that a farm lease with Darek Kouma for a 32.41 acre tract of land near plum creek trail in southwest quarter of Section 15, Township 11 North, Range 3 East of the 6th p.m., Seward County, Nebraska, for crop year 2021 be approved, with the amended term expiration date of February 28, 2022.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

4. FARM LEASE WITH DAREK KOUMA FOR A 29.48 ACRE TRACT OF LAND NEAR THE PARADE OF FLAGS IN SOUTHEAST QUARTER OF SECTION 21, TOWNSHIP 11 NORTH, RANGE 3 EAST OF THE 6TH P.M., SEWARD COUNTY, NEBRASKA, FOR CROP YEAR 2021

Councilmember Schmit moved, seconded by Councilmember Kolterman that a farm lease with Darek Kouma for a 29.48 acre tract of land near the Parade of Flags in southeast quarter of Section 21, Township 11 North, Range 3 East of the 6th p.m., Seward County, Nebraska, for crop year 2021 be approved, with the amended term expiration date of February 28, 2022.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

5. RESOLUTION DESIGNATING PARKING STALLS ALONG THE NORTH SIDE OF JACKSON AVENUE, BETWEEN 6TH & 7TH STREETS, AS 24-HOUR PARKING STALLS

City Administrator Butcher stated the City was approached by businesses along Jackson Avenue about downtown tenants parking directly in front of business fronts on the south side of Jackson Avenue between 6th and 7th Streets. Currently, there is a 2-hour parking limit on the north side of Jackson Avenue in this area. The proposed Resolution removes the 2-hour parking limit and allows 24-hour parking on the north side of Jackson Avenue for tenant parking, which will hopefully free up the parking spaces on the south side for business customers. After speaking with business owners on the block (Awe Salon, Hairtrix, Fast Mart, City of Seward) all supported this change to allow for better use of parking.

Councilmember Schmit introduced the following resolution:

RESOLUTION NO. 2020-44

WHEREAS, Section 382-4.4 of the City Municipal Code of the City of Seward, Nebraska provides that the City may, by Resolution, prohibit or fix the time for parking or stopping of vehicles on any street or streets as may be designated in such resolution;

WHEREAS, all parking stalls along the north side of Jackson ~~Street~~ Avenue between 6th Street and 7th Street are designated as 2 Hour parking stalls; and

WHEREAS, it is deemed necessary to prohibit or fix the time for parking and stopping of vehicles on portions of streets as hereinafter designated in the City of Seward, Nebraska.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY

December 15, 2020

OF SEWARD, NEBRASKA THAT:

1. All parking stalls along the north side of Jackson ~~Street~~ Avenue, between 6th Street and 7th Street shall hereby be designated as 24-Hour parking stalls in accordance with Seward City Code Section 382-4.22.

2. All previous resolutions in conflict with this resolution as they relate of the above described area or portion of street are hereby revoked.

3. Appropriate signs or markings shall be placed or removed limiting and prohibiting parking at appropriate locations in accordance with this resolution.

Councilmember Wilken moved, seconded by Councilmember Kamprath, that the resolution be adopted.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit

Nay: None

Absent: Hendrix. Motion carried.

Dated: 15th day of December, 2020

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant Administrator/
Clerk-Treasurer/
Budget & HR Director

6. RESOLUTION DESIGNATING ONE HANDICAPPED OR DISABLED PARKING SPACE ON THE WEST SIDE OF 5TH STREET, SOUTH OF MAIN STREET (HIGHWAY 34)

City Administrator Butcher stated that upon comprehensive review of downtown parking, it was recommended by staff and citizens that a handicapped and disabled accessible parking stall be designated adjacent to the Post Office. In conference with the Post Office, the best spot for the stall was the first stall on the north east corner of the Post Office on 5th Street. This stall is closest to the curb ramp located for the pedestrian crossing and is the closest stall to the Post Office ADA accessible entrance on the west side of their building.

Councilmember Schmit introduced the following resolution:

RESOLUTION NO. 2020-45

WHEREAS, Section 5-429 and 5-429.01 of the City Code of the City of Seward, Nebraska provides that the City may designate parking spaces for the exclusive use of handicapped or disabled persons whose vehicles display the distinguishing license plate or permit issued to such individuals pursuant to Neb. Rev. Stat. Sections 60-3113 to 60-3,113.08, such other handicapped or disabled persons as certified by the Governing Body whose vehicles display such identification as determined by the Department of Motor Vehicles, and such other motor vehicles as certified by the Governing Body which display such identification, and

December 15, 2020

WHEREAS, it is necessary or desirable to designate parking spaces for the exclusive use of handicapped or disabled persons at the location hereinafter designated in the City of Seward, Nebraska:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA THAT:

- 1. No vehicle shall be parked or permitted to stand or stop, whether attended or unattended at any time at the following locations except those designated and used exclusively for handicapped or disabled persons:
 - a. One (1) parallel parking space eleven feet (11') in width located on the west side of 5th Street, beginning nineteen feet six inches (19' 6") south of the curb line of Main Street (Highway 34), thence extending south, as depicted on the attached "Figure 1".

2. The above designated parking space shall be indicated by a sign which is in conformance with the most current edition of the Highway Administration Manual on Uniform Traffic Control Devices for streets and highways and such other appropriate lines and markings shall be placed at said locations as are authorized by the City Code of the City of Seward, Nebraska.

3. All previous resolutions in conflict with the resolution as they relate to the above described locations are hereby revoked.

Councilmember Beck moved, seconded by Councilmember Kamprath that the resolution be adopted.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

Dated: 15th day of December, 2020

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant Administrator/
Clerk-Treasurer/
Budget & HR Director

REPORTS

1. CITY ADMINISTRATOR'S REPORT

Councilmember Kamprath moved, seconded by Councilmember Singleton, that City Administrator Butcher's report of December 15, 2020 be accepted.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR ADMINISTRATIVE ACTION

December 15, 2020

None

ANNOUNCEMENT OF UPCOMING EVENTS

MOTION TO ADJOURN

Councilmember Singleton moved, seconded by Councilmember Wilken, that the December 15, 2020 City Council Meeting be adjourned.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit

Nay: None

Absent: Hendrix. Motion carried.

THE CITY OF SEWARD, NEBRASKA

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant Administrator
Clerk-Treasurer
Budget & Human Resources Director

CLAIMS LIST
1-5-21

COUNCIL MEETING

Abbreviations: Bu, Building Upkeep; Eq, Equipment; Ex, Expense; Gu, Ground Upkeep; Inv, Inventory; Ma, Maintenance; Mi, Mileage; Misc, Miscellaneous; Re, Repairs; Sa, Salaries, Se, Services; Su, Supplies; Ut, Utilities, CI, Capital Improvements, Gu, Grounds Upkeep.

Aclara Technologies LLC	Misc Ex		16.06
AKRS Equipment	Su, Re		1,004.35
Bizco Technologies	Se, Eq, Software		1,756.81
Blue Cross Blue Shield Ne	Ins		49,648.10
Bluestem Network LLC	Se		100.00
Bode, Adam	Ex		90.00
Border States Industries	Re, Un, Inv		6,008.69
Brandl John	Ex		390.00
Capital Business-Dallas	Ma		351.00
Cash-Wa Distributing Co	Su		90.38
Chase Card Service			4,173.99
Walmart	Su, Gu	560.32	
USPS	Su	24.00	
Cab Store LaVista	Un	85.99	
Interstate All Battery	Su	47.70	
JL Matthews Co	Tools	322.72	
Menards	Re	123.34	
Dollar-General	Su	6.42	
Covers Direct	Re, Ma	320.84	
Amazon Mktp	Su	66.32	
Great Lakes Power Tools	Tools	66.86	
Constant Contact	Su, Misc	20.00	
Talech	Ex	67.00	
Zoom.us	Ex	85.56	
Office Depot	Eq	838.96	
Runza	Meals	171.88	
Stauffers Café/Pie Shop	Meals	348.97	
Lou & Mary Annes Bar	Meals	157.50	
SamsClub	Su	199.88	
Checksforless	Su	323.85	
Microsoft	Ex	211.88	
Nebraska NursNNLA Stripe	Dues	124.00	
Chelewski Kent	Ex		90.00
Chemsearch	Su		685.50
City Seward Library Petty	Su		119.45
City Seward Payroll Account	Payroll		145,874.21
Commercial Turf Services	Gu		1,375.00
Constellation Newenergy	Ut		1,249.14
Core Robert	Ex		90.00
CSG Forte Payments Inc	Eq		327.20
Dodds Chad	Ex		90.00
Dworak Tim	Ex		90.00
Ehlers Electronics	Eq		340.00
Emergency Medical Product	Su		455.38
Ergotech Controls	Se		705.05
Fastenal Company	Su		286.65
Fisher Zachary G	Ex		90.00
Foltz Fred	Se, Misc		175.00

Fyr-Tek	Re, Su		839.35
Gehring Construction	Ci		151,483.76
Great Plains Communication	Ex		490.00
H & S Plumbing Heating	Bu		123.87
Hans Jared	Ex		90.00
Hansen Dan	Ex		90.00
Hawkins Inc	Su		2,436.75
Helmlink Printing/Grph Inc	Su		202.00
Herald Cody	Ex		90.00
Hoffschneider Law Pc LLO	Se		4,500.00
Home Depot Pro	Su		99.00
Husker Electric Supply Co	Re, bu		1,023.88
Ink Alley	Su		475.00
Int'l Institute Municipal	Dues		175.00
Janicek Gary M	Ex		90.00
Kahler Daniel S	Ex		90.00
Kocian Tyler	Ex		90.00
Kolterman Betty Jean	Ex		34.00
Konica Minolta Business S	Se		19.30
Last Mile Network Consult	Se		75.30
Lincoln Winwater Works	Su		64.68
Logan Contractors Supply	Re		899.45
Matheson Tri-Gas Inc	Su		17.86
Menards North	Gu, Su		426.57
Meyer Trucking/Repair	Re		112.96
Mid-American Benefits Inc	Ins		1,698.21
Midco Diving & Marine	Se		3,398.00
Miers Robert M	Ex		90.00
Murphy Tractor & Equip	Re		365.43
My-Lor Inc	Su		195.65
Nebraska D A S Acct OCIO	Se		231.00
Nebraska Golf & Turf	Re		15.55
Nebraska Health Environment	Se		157.00
Nebraska State Patrol	Fees		775.50
Oborny Tanner	Ex		90.00
O'Kief John F	Ex		90.00
Olsson	Se		7,677.74
Orscheln Farm & Home	Bu, Su, Gu		446.05
Pac 'N' Save Discount Food	Meals		1,806.00
Pedersen Brent	Ex		90.00
Policky Brandon A	Ex		90.00
Pollak Cody	Ex		90.00
Pollak Douglas W	Ex		90.00
Precision Tool & Machine	Ma		68.00
Principal Financial Group	Ins		2,176.82
Rathjen Shad	Ex		90.00
Resco	Su		139.40
Richtig Tim L	Ex		90.00
Schemmer Architects Engin	Se, Ci		4,094.70
Seward County Clerk/Reg D	Su, Se		351.75
Seward County Independent	Se, Misc, Ex		1,104.89
Seward Electronics	Eq		5,545.10
Seward Veterans Foreign W	Su		60.00
Short Elliott Hendrickson	Se, Ci		3,965.60
Sleuth Systems	Se		324.00
Spickelmier & Son Inc	Se		1,390.00
Sports Express	Su, Gu		372.22

Time Warner Cable	Se		743.55
U S Cellular	Se, Ut		260.16
U S Postal Service	Fees, Ex		240.00
Valentino's	Misc Ex		172.34
Verizon Wireless	Se		304.91
Watson Wendell B	Ex		90.00
Wesco Distribution Inc	Inv		545.70
	CLAIMS TOTAL		\$419,235.96

**MANAGER APPLICATION
INSERT - FORM 3c**

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov



MUST BE:

- ✓ Include copy of US birth certificate, naturalization paper or current US passport
- ✓ Nebraska resident. Include copy of voter registration card or print out document from Secretary of State website
- ✓ Fingerprinted. See form 147 for further information, read form carefully to avoid delays in processing, this form MUST be included with your application
- ✓ 21 years of age or older

Corporation/LLC information

Name of Corporation/LLC: Veterans F W 4755

Premise information

Liquor License Number: 001681 Class Type C (if new application leave blank)

Premise Trade Name/DBA: VFW Post 4755

Premise Street Address: 243 South 9th Street

City: Seward County: Seward Zip Code: 68434

Premise Phone Number: 402-643-6038

Premise Email address: chcr47@aol.com

The individual whose name is listed as a corporate officer or managing member as reported on insert form 3a or 3b or listed with the Commission. To see authorized officers or members search your license information [here](#).



SIGNATURE REQUIRED BY CORPORATE OFFICER / MANAGING MEMBER

(Faxed signatures are acceptable)



2000011847

0400
0167

Manager's information must be completed below PLEASE PRINT CLEARLY

Last Name: Jewell First Name: Gary MI: L

Home Address: 312 Ash

City: Seward County: Seward Zip Code: 68434

Home Phone Number: 308-380-6012

Driver's License Number & State: [REDACTED]

Social Security Number: [REDACTED]

Date Of Birth: [REDACTED] Place Of Birth: Cedar Rapids, NE

Email address: garyjewell7@gmail.com

Are you married? If yes, complete spouse's information (Even if a spousal affidavit has been submitted)

YES NO

Spouse's information

Spouses Last Name: Jewell First Name: Mary MI: J

Social Security Number [REDACTED]

Driver's License Number & State: [REDACTED]

Date Of Birth: [REDACTED] Place Of Birth:

APPLICANT & SPOUSE MUST LIST RESIDENCE(S) FOR THE PAST TEN (10) YEARS

APPLICANT SPOUSE

CITY & STATE	YEAR FROM	YEAR TO	CITY & STATE	YEAR FROM	YEAR TO
Seward, NE	10-18	present	Wheatland Wyoming	05-13	10-18
Grand Island, NE	07-09	05-13			

MANAGER'S LAST TWO EMPLOYERS

YEAR FROM TO		NAME OF EMPLOYER	NAME OF SUPERVISOR	TELEPHONE NUMBER
01-1996	present	self		308-380-6012
05-1990	01-1996	Norwest Bank		

1. READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY.

Must be completed by both applicant and spouse, unless spouse has filed an affidavit of non-participation.

Has anyone who is a party to this application, or their spouse, EVER been convicted of or plead guilty to any charge. Charge means any charge alleging a felony, misdemeanor, violation of a federal or state law; a violation of a local law, ordinance or resolution. List the nature of the charge, where the charge occurred and the year and month of the conviction or plea, include traffic violations. Also list any charges pending at the time of this application. If more than one party, please list charges by each individual's name. Commission must be notified of any arrests and/or convictions that may occur after the date of signing this application.

YES NO

If yes, please explain below or attach a separate page.

Name of Applicant	Date of Conviction (mm/yyyy)	Where Convicted (City & State)	Description of Charge	Disposition

2. Have you or your spouse ever been approved or made application for a liquor license in Nebraska or any other state?

YES NO

IF YES, list the name of the premise(s):

3. Do you, as a manager, qualify under Nebraska Liquor Control Act (§53-131.01) and do you intend to supervise, in person, the management of the business?

YES NO

4. List the alcohol related training and/or experience (when and where) of the person making application.

*NLCC Training Certificate Issued: none Name on Certificate: _____

Applicant Name	Date (mm/yyyy)	Name of program (attach copy of course completion certificate)

*For list of NLCC Certified Training Programs see training

Experience:

Applicant Name / Job Title	Date of Employment:	Name & Location of Business:
none		

5. Have you enclosed form 147 regarding fingerprints?

YES NO

PERSONAL OATH AND CONSENT OF INVESTIGATION

The above individual(s), being first duly sworn upon oath, deposes and states that the undersigned is the applicant and/or spouse of applicant who makes the above and foregoing application that said application has been read and that the contents thereof and all statements contained therein are true. If any false statement is made in any part of this application, the applicant(s) shall be deemed guilty of perjury and subject to penalties provided by law. (Sec §53-131.01) Nebraska Liquor Control Act.

The undersigned applicant hereby consents to an investigation of his/her background including all records of every kind and description including police records, tax records (State and Federal), and bank or lending institution records, and said applicant and spouse waive any rights or causes of action that said applicant or spouse may have against the Nebraska Liquor Control Commission and any other individual disclosing or releasing said information to the Nebraska Liquor Control Commission. If spouse has **NO** interest directly or indirectly, a spousal affidavit of non-participation may be attached.

The undersigned understand and acknowledge that any license issued, based on the information submitted in this application, is subject to cancellation if the information contained herein is incomplete, inaccurate, or fraudulent.

***Applicant Notification and Record Challenge:** Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in FBI identification record. The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.*

Mary Jewell
Signature of Manager Applicant

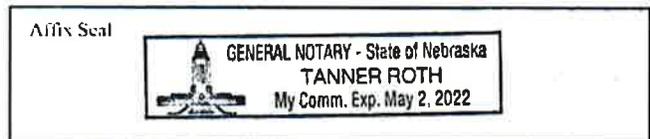
Mary Jewell
Signature of Spouse

ACKNOWLEDGEMENT

State of Nebraska
County of Seward The foregoing instrument was acknowledged before me this

November 19, 2020 date by Gary L Jewell + Mary J Jewell
NAME OF PERSON BEING ACKNOWLEDGED

Tanner Roth
Notary Public signature



In compliance with the ADA, this application is available in other formats for persons with disabilities. A ten day advance period is required in writing to produce the alternate format.



City of Seward
Police Department
Chief Brian W. Peters

148 South 1st Street
Seward, NE 68434
Ph: 402-643-6164 Fax: 402-643-6785

December 21, 2020

Bonnie Otte
Asst. Admin./City Clerk
City of Seward, Nebraska

RE: Liquor License Application – VFW Post 4755 (243 S 9th St)

Bonnie,

There are no pertinent negative contacts on record with the Seward Police Department regarding Gary L. Jewell. Therefore, we recommend that the liquor license be issued.

Feel free to contact me if you have any questions.

Regards,

Brian W. Peters
Chief of Police

HUGHES

100
YEARS

BROTHERS

1921-2021



MADE IN AMERICA

RESOLUTION NO. 2021-

WHEREAS, Section 382-2.28 of the City Code of the City of Seward, Nebraska provides that the City may, by Resolution, designate and place stop signs, or other signs, signals, standards or mechanical devices in any street or alley under the Municipality's jurisdiction for the purpose of regulating traffic thereon and

WHEREAS, it is deemed necessary to place the following signs on the street hereinafter designated in the City of Seward, Nebraska;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA THAT:

A. A "STOP" sign shall be installed at the southeast corner of the intersection of Waverly Road and 4th Street, directing northbound vehicular traffic on 4th Street to stop before entering the intersection with Waverly Road.

B. Appropriate "STOP" signs shall be erected, maintained and enforced directing the traffic on such streets accordingly.

The Mayor declared the resolution adopted.

Dated: _____, 2021

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant Administrator/
Clerk-Treasurer/
Budget & HR Director

(SEAL)

JOB TITLE: WASTEWATER TREATMENT/SANITARY SYSTEM OPERATOR (Hourly/Non-exempt)

ACCOUNTABILITY: Under the direction of the Water/Wastewater Director.

JOB SUMMARY: Performs a variety of semiskilled and skilled work in the daily care and maintenance of the City's wastewater pre-treatment and treatment system, including its facilities, grounds and equipment.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Sanitary Collection System: responsible for lift station operations, maintenance and record keeping; meter reading; manhole inspections; sanitary sewer line inspections; repair recommendations; sewer line camera operations and jetting with assistance from department employees; locating city sanitary sewer lines and private sewer lines; general repairs.

Wastewater Pretreatment Plant: responsible for operations and maintenance, repairs, cleaning, operating adjustments, preventative maintenance, of all pumps and lift stations; bar screen and mechanical bar screen operations and maintenance; solids disposal; grit system and grit removal; boiler operations; digester operations and land application of bio solids; sludge drying beds; building cleaning upkeep, maintenance and inspections; NPDES sample collection; equipment maintenance, repair, and replacement.

Wastewater Secondary Treatment: responsible for operating all valve controls, trickling filters, primary clarifier, final clarifier, lift stations; equipment and buildings maintenance and repairs; cleaning; inspections; sample collection and analysis; UV light system; set up samplers; record keeping of operations of equipment; meter readings; structure cleaning; trouble shooting all operations; preventative maintenance.

Wastewater NPDES Requirements: responsible to set up all 24-hr samplers; collect all required grab samples; analyze samples/perform tests; record and enter data; lab work; order lab chemicals; follow permit requirements; send out samples for outside labs; record water usage, flows and hours; make equipment adjustments from lab data for operations; submit data for NPDES quarterly reports.

Wastewater and Water Grounds and Equipment: responsible for maintenance and repair of all wastewater treatment buildings and equipment; grounds upkeep; painting.

Reverse Osmosis (RO) Water Plant: responsible for collecting samples and monitoring NPDES discharge at the water treatment plant; general operating procedures for the RO Plant.

Regular and reliable attendance; other duties as assigned.

KNOWLEDGE/SKILLS/ABILITIES: Knowledge of operating procedures, pumps, equipment repairs, lift stations, sanitary collection, wastewater treatment, lab analyzing equipment, SCADA systems, equipment maintenance and operations, record keeping, filing reports; basic knowledge of mathematics and computer applications and spreadsheets; works in adverse weather conditions and confined spaces; lifts 50 lbs.; operates trucks, light equipment, various hand and power tools; carries, pushes and pulls a variety of tools, equipment and materials; stands, walks, climbs, balances, stoops, kneels, sits,

reaches, bends, crouches varying periods of time; works in areas of strong and sometimes offensive odors; works evenings/weekends as needed; works irregular hours for snow removal and emergency repairs; rotates on-call duty with members of department; oral and written communication skills to effectively communicate on a daily basis with the public, coworkers and other departments.

MINIMUM REQUIREMENTS: Graduation from high school or equivalent; course work from a college or university, or technical school with major course work in environmental science, environmental engineering or related fields; one year of experience with various computer programs and functions; two years of experience in wastewater treatment plant operations; two years of experience in equipment repairs, vehicle and equipment operations; any combination of experience and training; Nebraska Grade III Wastewater Certification; a Nebraska Grade II Water Certification; possession of a valid Class B Commercial Driver's License with a tanker endorsement or ability to obtain within six (6) months of hire.

January 2021

JOB TITLE: UTILITY BILLING/ACCOUNT CLERK (Hourly: Non-exempt)

ACCOUNTABILITY: Under the direction of the Assistant Administrator/Clerk-Treasurer/Budget & Human Resource/Director

JOB SUMMARY: Responsible for the utility billing system, including contracted vendor interaction, utility rate entry, utility system program changes, usage upload, billing, collection, posting, records and reporting, customer interaction, and application and execution of utility Municipal Codes as prescribed by law, policy or departmental accounting regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Performs daily monitoring and trouble-shoots the automated utilities meter reading (AMR) system; prepares, distributes and maintains utility bills, records and reports related to utilities system; prepares refunds; works closely with the contracted vendors for AMR processing; collects utility bills and manages accounts for accuracy; posts entries; prepares monthly statements on outstanding accounts; processes customer utility work orders, customer account payment, questions and complaints; prepares notices for delinquent accounts, disconnect procedures; prepares files and submits accounts for debt collection; prepares lien notices for delinquent accounts; works in tandem with Electric and Water/Wastewater Department personnel in managing utility accounts; year-end reporting and filing; regular and reliable attendance; other duties as assigned.

ADDITIONAL DUTIES AND RESPONSIBILITIES: Maintains utility office hard copy and digital files and records; assists as backup and cross-trains in duties of utility office personnel; sorts mail; assists with bank reconciliation duties; performs updates and maintains postage meter; makes recommendations and assists with the promotion of customer service and energy related products and services; assists with, and reviews recommendations related to utility rate amendments; attends meetings and training in and out of town.

KNOWLEDGE/SKILLS/ABILITIES: Oral and written communication skills to effectively communicate on a daily basis with co-workers, the public, and other departments; working knowledge of bookkeeping and basic office practices; basic math skills; intermediate knowledge and skill in computer applications and spreadsheets; exercises independent judgment concerning issues related to utility system; ability to stand and/or sit for long periods of time; carries, pushes and pulls light equipment and materials; grasps and manipulates objects and materials; walks, climbs, balances, stoops, kneels, reaches, bends, and crouches for varying period of time; operates telephone, typewriter, calculator, base radio, cash register, fax and copy machine daily.

TRAINING AND EXPERIENCE: Graduation from high school or equivalent; course work from a college or university or technical school with emphasis in bookkeeping or accounting; two years of experience with various computer programs and functions; one year experience in bookkeeping, accounting or general office work; one year of experience in customer service; or any equivalent combination of experience and training.

Updated: 01/2021

ORDINANCE NO. 2021-

AN ORDINANCE TO PROVIDE FOR ANNUAL CLASSIFICATION OF OFFICERS AND EMPLOYEES OF THE CITY OF SEWARD, NEBRASKA; TO PROVIDE FOR A TITLE CHANGE FOR UTILITY BILLING/ACCOUNT CLERK AND WASTEWATER TREATMENT/SANITARY SYSTEM OPERATOR; TO PROVIDE FOR LONGEVITY PAY AND PAYMENT OF PART-TIME EMPLOYEES; TO PROVIDE FOR A DATE SUCH CLASSIFICATION AND PAY RANGES OF COMPENSATION SHALL BECOME EFFECTIVE; TO PROVIDE FOR PUBLICATION IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEWARD, NEBRASKA:

Section 1. CLASSIFICATION, RANGES OF COMPENSATION. The classification of officers and employees of the City of Seward, Nebraska, pay grades and ranges of compensation for such classification are as follows:

2020-2021 SALARY SCHEDULE
PAY RANGE RATES

<u>POSITION</u>	(20)	CLERICAL (HOURLY)	<u>MINIMUM</u>	<u>MAXIMUM</u>
(A) CLERICAL (HOURLY)				
Account Clerk III			17.03	22.86
Util Billing Clerk/Customer Service Representative			15.81	20.96
Utility Billing/Account Clerk			15.81	20.96
Administrative Assistant			14.57	19.80
Admin Assistant - Municipal Bldg			14.04	18.36
Library Assistant II/Social Media/IT			16.36	21.52
Library Assistant I/Community Outreach			12.50	14.60
Library Assistant I/Children's Services			11.90	14.60
Library Clerk I			10.11	12.60
Aging Services Commission Assistant			14.30	19.11
Golf Shop Seasonal Employee			9.94	12.06
(B) LABOR & TRADES (HOURLY)				
Civic Center Caretaker			9.91	11.59
Custodian			12.85	19.13
Electric Line Crew Chief			29.57	39.08
Electric Journeyman Lineman			27.45	36.96
Electric Lineman			25.06	31.73

Electric Service Technician	24.15	30.05
Electric Seasonal Groundman	18.92	22.31
Meter Maintenance Utility Worker	16.18	21.68
Assistant Public Properties Director	21.05	24.35
Public Properties Maintenance Worker	14.53	21.21
Street Division Foreman	22.19	28.66
Street Maintenance Worker III	17.19	23.14
Street Maintenance Worker II	15.74	21.14
Street Maintenance Worker I	14.50	19.15
Recycling Center Worker	10.14	14.57
Facility Maintenance Supervisor	22.83	30.63
WW Treatment/Water Plant Operator	19.81	26.35
WW Treatment/Sanitary System Operator	19.81	26.35
Senior Utility Maintenance Worker II	20.86	28.30
Utility Maintenance Worker II	19.75	26.98
Utility Maintenance Worker I	16.96	22.60
Water/Wastewater Seasonal Laborer	12.90	13.41
Summer Seasonal Laborer	12.90	13.41
Pool Manager	12.11	14.32
Assistant Pool Manager	10.46	12.40
Swim Program Coordinator	10.19	12.05
Lifeguard	9.91	11.01
Pool Office/Concession Work	9.91	11.01
Water Safety Instructor	9.91	11.01
Swim Lesson Aide	6.61	7.16

(C) PUBLIC SAFETY (HOURLY)

Police Sergeant	23.68	31.28
Police Officer II	20.86	27.72
Police Officer I	19.97	26.61
Administrative Secretary/Records Clerk	15.13	20.37
Community Service Officer	13.41	18.38

(D) SUPERVISORY, TECHNICAL & ADMINISTRATIVE (MONTHLY)

City Administrator	9,545	10,288
Chief of Police	6,147	7,541
City Engineer	6,040	8,053
Asst. Chief of Police	5,326	6,251

Electric Superintendent	5,491	7,253
Public Properties Director	5,155	6,410
Asst. Adm/Clk-Treas/Budget & HR Director	5,083	7,056
Water/Wastewater Director	4,887	7,261
Street Superintendent	4,711	5,952
Finance Director/Treasurer	5,125	6,773
Library Director	4,297	5,389
Deputy Clerk/Fin Director/Asst. Treasurer	4,293	5,250
Golf Course Grounds Superintendent	4,293	5,007
Building/Zoning/Code Enforcement Director	4,215	5,278
Assistant Recreation Director	3,001	3,904
Golf Shop Manager	3,001	3,905
Assistant Library Director	2,994	4,048
Civic Center Manager	2,994	3,455

Section 2. LONGEVITY PAY. Each employee, who is a full-time employee, will, for each two years of service to the City, receive five dollars (\$5.00) per month in addition to the established base pay in his classification as set forth in Section One of this ordinance.

Section 3. COMPENSATION PAYABLE BIWEEKLY. The compensation and salary fixed for the respective officers and employees of the City by this ordinance shall be paid biweekly.

Section 4. PART-TIME EMPLOYEES. Persons employed by the City on a part-time or occasional basis shall be paid on an hourly rate and at such time as shall be fixed by the Mayor and Council by motion.

Section 5. REPEAL. Any City of Seward ordinance, resolution, or employee handbook or part of any ordinance, resolution, or employee handbook of the City of Seward, Nebraska in conflict with this Ordinance is hereby repealed to the extent of such conflict.

Section 6. WHEN OPERATIVE. This ordinance shall be effective after its approval, passage and publication as required by law and the ordinances of the City.

Passed and approved this _____ day of _____, 2021.

ATTEST:

THE CITY OF SEWARD, NEBRASKA

 Bonnie Otte
 Assistant Administrator
 Clerk/Treasurer/
 Budget & Human Resources Director

 Joshua Eickmeier, Mayor

2020-2021 COLA (EFFECTIVE JANUARY 6, 2021)

POSITION	CLERICAL (HOURLY)								
	1	2	3	4	5	6	7	8	9
ACCOUNT CLERK III	17.03	17.76	18.48	19.21	19.94	20.67	21.40	22.13	22.86
UTILITY BILLING/ACCOUNT CLERK	15.81	16.45	17.09	17.74	18.38	19.03	19.67	20.31	20.96
ADMIN ASSISTANT	14.57	15.22	15.87	16.53	17.18	17.84	18.49	19.15	19.80
ADMIN ASSISTANT - MUNI BUILDING	14.04	14.58	15.12	15.66	16.20	16.74	17.28	17.82	18.36
LIBRARY ASSISTANT II/Social Media/IT	16.36	17.00	17.65	18.29	18.94	19.58	20.23	20.87	21.52
LIBRARY ASSISTANT I/Community Outreach	12.50	12.76	13.03	13.29	13.55	13.81	14.07	14.34	14.60
LIBRARY ASSISTANT I/Children's Services	11.90	12.24	12.57	12.91	13.25	13.59	13.92	14.26	14.60
LIBRARY CLERK I	10.11	10.42	10.73	11.04	11.35	11.66	11.98	12.29	12.60
AGING SERV. COMM. ASSISTANT	14.30	14.90	15.50	16.10	16.71	17.31	17.90	18.51	19.11
GOLF SHOP SEASONAL EMPLOYEE	9.94	10.21	10.47	10.74	11.00	11.26	11.53	11.79	12.06

POSITION	LABOR & TRADES (HOURLY)								
	1	2	3	4	5	6	7	8	9
CIVIC CENTER CARETAKER	9.91	10.12	10.33	10.54	10.75	10.96	11.17	11.38	11.59
CUSTODIAN	12.85	13.63	14.42	15.21	15.99	16.78	17.56	18.35	19.13
ELECTRIC LINE CREW CHIEF	29.57	30.75	31.95	33.13	34.33	35.51	36.70	37.89	39.08
ELECTRIC JOURNEYMAN LINEMAN	27.45	28.64	29.83	31.02	32.21	33.40	34.58	35.78	36.96
ELECTRIC LINEMAN	25.06	25.89	26.72	27.55	28.40	29.23	30.06	30.89	31.73
ELEC SERVICE TECHNICIAN	24.15	24.89	25.63	26.36	27.10	27.84	28.57	29.31	30.05
ELECTRIC SEASONAL GROUNDMAN	18.92	19.34	19.76	20.19	20.61	21.04	21.46	21.88	22.31
METER MAINTENANCE UTILITY WORKER	16.18	16.87	17.56	18.25	18.93	19.62	20.31	20.99	21.68
ASSIST. PUBLIC PROP. DIRECTOR	21.05	21.57	21.98	22.39	22.81	23.22	23.63	24.05	24.35
PUBLIC PROP. MAINTENANCE WORKER	14.53	15.37	16.20	17.04	17.87	18.71	19.54	20.37	21.21

POSITION	LABOR & TRADES (HOURLY)								
	1	2	3	4	5	6	7	8	9
STREET DIVISION FOREMAN	22.19	23.00	23.80	24.61	25.42	26.23	27.04	27.85	28.66
STREET MAINT. WORKER III	17.19	17.93	18.68	19.42	20.16	20.91	21.65	22.39	23.14
STREET MAINT. WORKER II	15.74	16.42	17.09	17.77	18.44	19.12	19.79	20.47	21.14
STREET MAINT. WORKER I	14.50	15.08	15.66	16.25	16.83	17.41	17.99	18.57	19.15
RECYCLING WORKER	10.14	10.69	11.25	11.80	12.35	12.91	13.46	14.01	14.57
FACILITY MAINTENANCE SUPERV	22.83	23.80	24.77	25.75	26.73	27.71	28.68	29.65	30.63
WW TREAT./SANITARY SYSTEM OPERATOR	19.81	20.63	21.45	22.26	23.08	23.90	24.71	25.53	26.35
SENIOR UTIL. MAINT. WORKER II	20.86	21.79	22.72	23.65	24.58	25.51	26.44	27.37	28.30
UTIL MAINT. WORKER II	19.75	20.65	21.55	22.46	23.37	24.27	25.17	26.08	26.98
UTIL MAINT. WORKER I	16.96	17.67	18.37	19.08	19.78	20.48	21.19	21.89	22.60
WATER/WASTEWATER SEASONAL LABORER	12.90	13.41							
SUMMER SEASONAL LABORER	12.90	13.41							
POOL MANAGER	12.11	12.39	12.67	12.94	13.22	13.49	13.77	14.04	14.32
ASST. POOL MANAGER	10.46	10.70	10.95	11.19	11.43	11.67	11.91	12.15	12.40
SWIM PROGRAM COORDINATOR	10.19	10.42	10.66	10.89	11.12	11.35	11.59	11.82	12.05
POOL LIFEGUARD	9.91	10.05	10.19	10.32	10.46	10.60	10.74	10.88	11.01
POOL OFFICE/CONCESSIONS	9.91	10.05	10.19	10.32	10.46	10.60	10.74	10.88	11.01
WATER SAFETY INSTR.	9.91	10.05	10.19	10.32	10.46	10.60	10.74	10.88	11.01
SWIM LESSON AIDE	6.61	6.68	6.75	6.81	6.88	6.95	7.02	7.09	7.16

POSITION	POLICE (HOURLY)								
	1	2	3	4	5	6	7	8	9
POLICE SERGEANT	23.68	24.63	25.58	26.53	27.48	28.43	29.38	30.33	31.28
POLICE OFFICER II	20.86	21.72	22.57	23.43	24.29	25.15	26.00	26.86	27.72
POLICE OFFICER I	19.97	20.80	21.63	22.46	23.29	24.12	24.95	25.78	26.61
ADM/SEC RECORDS CLK PD	15.13	15.78	16.44	17.09	17.75	18.41	19.06	19.72	20.37
COMMUNITY SERVICE OFFICER	13.41	14.03	14.65	15.27	15.89	16.51	17.14	17.76	18.38

SUPERVISORY, TECHNICAL, ADMINISTRATIVE (MONTHLY)

POSITION	1	2	3	4	5	6	7	8	9
CITY ADMINISTRATOR	9,545	9,638	9,730	9,823	9,916	10,009	10,102	10,195	10,288
CHIEF OF POLICE	6,147	6,321	6,495	6,670	6,844	7,018	7,192	7,366	7,541
CITY ENGINEER	6,040	6,291	6,544	6,795	7,047	7,298	7,550	7,802	8,053
ASST CHIEF OF POLICE	5,326	5,442	5,557	5,673	5,789	5,904	6,020	6,135	6,251
ELECTRIC SUPERINTENDENT	5,491	5,711	5,932	6,151	6,372	6,592	6,813	7,032	7,253
PUBLIC PROPERTIES DIRECTOR	5,155	5,311	5,468	5,625	5,782	5,939	6,096	6,253	6,410
ASST ADM/CLK-TREAS/BUD/HUMAN	5,083	5,330	5,576	5,823	6,070	6,316	6,563	6,809	7,056
W/WWTW DIRECTOR	4,887	5,184	5,480	5,777	6,074	6,371	6,668	6,964	7,261
STREET SUPERINTENDENT	4,711	4,866	5,021	5,176	5,331	5,486	5,642	5,796	5,952
FINANCE DIRECTOR/TREASURER	5,125	5,331	5,537	5,743	5,949	6,154	6,360	6,566	6,773
LIBRARY DIRECTOR	4,297	4,434	4,570	4,707	4,843	4,980	5,116	5,252	5,389
DEPUTY CLK/FIN/ASST. TREAS.	4,293	4,413	4,532	4,652	4,771	4,891	5,010	5,130	5,250
GOLF COURSE GROUNDS SUPERINTENDENT	4,293	4,382	4,471	4,570	4,659	4,749	4,838	4,927	5,007
BLDG/ZONING/CODE ENFORCEMENT	4,215	4,348	4,481	4,614	4,746	4,879	5,012	5,145	5,278
ASSISTANT RECREATION DIRECTOR	3,001	3,113	3,226	3,339	3,452	3,565	3,678	3,791	3,904
GOLF SHOP MANAGER	3,001	3,114	3,227	3,339	3,452	3,565	3,678	3,792	3,905
ASST LIBRARY DIRECTOR	2,994	3,125	3,257	3,389	3,521	3,653	3,784	3,916	4,048
CIVIC CENTER MANAGER	2,994	3,051	3,109	3,166	3,224	3,283	3,340	3,398	3,455

ORDINANCE NO. 2021-

AN ORDINANCE TO AMEND ARTICLE II, SECTION 52.1.11, ENTITLED "REDUCTION IN THE SPREAD OF THE NOVEL CORONAVIRUS (COVID-19)", CHAPTER 51 OF THE SEWARD MUNICIPAL CODE; TO ESTABLISH A SUNSET PROVISION; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; AND, TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA:

Section 1. The City Council has authority under Section 72-1.12 of the Seward Municipal Code to adopt ordinance(s) as may be necessary or expedient to promote the public health and safety and the general interests and welfare of its citizens.

Section 2. The City Council has determined it is in the best interest for the City to amend the following sections to the Seward Municipal Code and finds it necessary to effectively prevent, limit, or slow the spread of the Novel Coronavirus (COVID-19) among the citizens of the City of Seward.

Section 3. That Chapter 51, Article II, Section 52.1.11 of the Seward Municipal Code is hereby amended as follows:

Article II. Reduction in the Spread of the Novel Coronavirus (COVID-19)

§ 52-1.11. Sunset Provision.

The requirements imposed by this Article shall expire and terminate at 11:59 p.m. on March 3, 2021, unless otherwise extended by the City Council.

Section 4. Pamphlet Form; Publication, When Operative. This ordinance shall be published in pamphlet form and shall be in full force and effective from after its passage, approval, and publication or posting as required by law and city ordinance.

Passed and approved this _____ day of January, 2021.

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant City Administrator
Clerk-Treasurer
Budget & HR Director

(SEAL)

ORDINANCE NO. 2020-33

AN ORDINANCE TO ADD ARTICLE II, SECTIONS 52.1.1 THROUGH 52.1.11, ENTITLED "REDUCTION IN SPREAD OF THE NOVEL CORONAVIRUS (COVID-19)", TO CHAPTER 51 OF THE SEWARD MUNICIPAL CODE; TO PROVIDE LEGISLATIVE FINDINGS AND INTENT; TO REQUIRE INDIVIDUALS TO WEAR FACIAL COVERINGS AND EXCEPTIONS THEREOF; TO PROVIDE FOR THE ENFORCEMENT OF VIOLATIONS AND PENALTIES; TO ESTABLISH A SUNSET PROVISION; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; AND, TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA:

Section 1. The City Council has authority under Section 72-1.12 of the Seward Municipal Code to adopt ordinance(s) as may be necessary or expedient to promote the public health and safety and the general interests and welfare of its citizens.

Section 2. The City Council has determined it is in the best interest for the City to adopt the following additions to the Seward Municipal Code and finds it necessary in order to effectively prevent, limit, or slow the spread of the Novel Coronavirus (COVID-19) among the citizens of the City of Seward.

Section 3. That Chapter 51, Article II, Section 52.1.1 through Section 52.1.11 of the Seward Municipal Code are hereby created as follows:

Article II. Reduction in the Spread of the Novel Coronavirus (COVID-19)

§ 52-1.1. Legislative Findings and Intent

(1) The City Council hereby finds and declares that:

- (a) the Novel Coronavirus (COVID-19) has impacted and continues to dramatically impact the citizens of the City of Seward, Nebraska; and
- (b) exposure to COVID-19 presents a potential risk of death or serious long-term disability; the exposure is widespread and poses potential risk of harm, including death, to people in the general population of the City of Seward; there is a particular subset of the population that is more vulnerable to the threat and is thus at an increased risk; and the threat is from a novel infectious disease; and
- (c) the increase of the spread of COVID-19 cases in the City of Seward creates an unacceptable risk to the health, safety, and welfare of the citizens of the City of Seward; and
- (d) the wearing of face coverings by every individual while indoors in public places

in the City of Seward will likely reduce community transmissions of COVID-19, potentially resulting in fewer deaths, serious health complications, and aims to ease the strain on hospitals and other medical offices and facilities; and

- (e) the wearing of face coverings by every individual while indoors in public places in the City of Seward will aim to help keep businesses open and operating, encouraging economic growth and preventing prolonged economic harm; and
- (f) it is just and proper for the City Council to exercise its authority under the Seward Municipal Code and Nebraska statutes in furtherance of protecting the public health, safety, and welfare.

§ 52-1.2. Definitions.

For purposes of this Article, the following terms are defined as follows:

- (1) **Face Covering.** – A face covering is defined as a covering which, when worn properly, must cover the nose and mouth completely and can include a paper or disposable face mask, a cloth face mask, a scarf, a bandanna, a neck gaiter, or a religious face covering. Masks that incorporate a valve designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are not sufficient face coverings because they allow exhaled droplets to be released into the air.
- (2) **Premises That Are Open to the General Public.** – Premises that are open to the general public are broadly defined to include entities that employ or engage workers, including private-sector entities, public-sector entities, non-profit entities, regular commercial or business establishments, private clubs, religious centers or buildings, public transportation (including buses, taxis, ride-sharing vehicles, or vehicles used for business purposes), and any place which is generally open to the public, including educational institutions and daycare facilities.

§ 52-1.3. Individual Face Coverings Required.

All individuals age five (5) and older shall wear a face covering over their mouth and nose while indoors in a premises that is open to the general public except face coverings will not be required if the individual:

- (1) is seeking federal, state, county, or city governmental services;
- (2) is seated at a bar or restaurant to eat or drink, or while immediately consuming food or beverages;
- (3) is engaged in an occupation preventing the wearing of face covering;
- (4) is obtaining a service or purchasing goods or services that require the temporary removal of the face covering;
- (5) is asked to remove the face covering to verify an identity for lawful purposes;

- (6) cannot otherwise wear a face covering because of a medical condition, a mental health condition, or a disability that makes it unreasonable for the individual to wear a face covering.

Nothing in this section shall prohibit the owner or person in charge of a premises that is open to the general public from requiring an individual to wear a face covering during any of the circumstances enumerated above or from implementing a more restrictive face covering policy.

§ 52-1.4. Premises That Are Open to the Public; Duty to Require Facial Coverings.

Any individual or entity that maintains premises that are open to the general public shall require all individuals age five (5) and older to wear a face covering over their mouth and nose while indoors in said premises, face coverings will not be required if the individual:

- (1) is seeking federal, state, county, or city governmental services;
- (2) is seated at a bar or restaurant to eat or drink, or while immediately consuming food or beverages;
- (3) is engaged in an occupation preventing the wearing of face covering;
- (4) is obtaining a service or purchasing goods or services that require the temporary removal of the face covering;
- (5) is asked to remove the face covering to verify an identity for lawful purposes;
- (6) cannot otherwise wear a face covering because of a medical condition, a mental health condition, or a disability that makes it unreasonable for the individual to wear a face covering.

Nothing in this section shall prohibit the owner or person in charge of a premises that is open to the general public from requiring an individual to wear a face covering during any of the circumstances enumerated above or from implementing a more restrictive face covering policy.

§ 52-1.5. Notice of Face Covering Requirements.

Any individual or entity which maintains premises that are open to the general public, must post one or more signs that are visible to all persons—including workers, customers, and visitors—instructing them to wear face coverings as required by this Article.

§ 52-1.6. Exceptions.

The provisions of this Article shall not apply to:

- (1) Courts of law; public utilities or federal, state, county, or city operations; medical providers, facilities, including chiropractic care or pharmacies; congregate living centers

or facilities; group homes and residential drug and/or mental health treatment facilities; shelters; airport travel; election offices; polling places on an election day; or to residential dwelling units.

- (2) Children under the age of five (5).
- (3) Federal and state activities. Nothing in this Article shall be construed to limit, prohibit, or restrict in any way the operations of the federal or state government or the movement of federal or state officials in the city while acting in their official capacity, including federal and state judicial, legislative, and executive staff and personnel.
- (4) Individuals at their workplace when wearing a face covering would create a job hazard for the individual or others, as determined by federal, state, or local regulators or workplace safety and health standards and guidelines.
- (5) Individuals who are alone in an office, room, a vehicle, the cab of heavy equipment or machinery, an enclosed work area, or in a cubicle with walls that are higher than face level when minimum social distancing of six (6) feet or more is maintained.
- (6) Individuals who are officiating at a religious service.
- (7) Individuals communicating with other individuals who are deaf or hard of hearing or who have a disability, medical condition, or mental health condition that makes communication with that individual while wearing a face covering difficult, provided that minimum social distancing of six (6) feet or more is maintained to the extent possible between persons who are not members of the same household.
- (8) Individuals who are engaged in activities such as swimming or showering, where the face covering will get wet.
- (9) Individuals who are exercising in an indoor business or indoor space such as a gym or fitness center, while the level of exertion makes it difficult to wear a face covering, provided that minimum social distancing of six (6) feet or more is maintained at all times.
- (10) Public safety workers actively engaged in a public safety role, including but not limited to law enforcement personnel, fire fighters, or emergency medical personnel, in situations where wearing a face covering would seriously interfere in the performance of the individual's public safety responsibilities.
- (11) Participants in an athletic competition or practice, but only while they are playing the game, if the school or sponsoring organization does not require facial coverings. Spectators, coaches, and non-participants are required to wear facial coverings.
- (12) Employees and students of public or parochial schools and universities while such employees or students are on public or parochial school and university premises.

§ 52-1.7. Public Nuisance Declared.

Any individual or entity which maintains premises that are open to the general public who fails to comply with the requirements of Section 52-1.4, above, is hereby declared to be a nuisance and a danger to the public health, safety, and welfare.

§ 52-1.8. Application.

The provisions of this Article shall only apply to all persons and property within the corporate limits of the City of Seward.

§ 52-1.9. Penalty.

Except as otherwise provided herein, any person who violates the prohibitions or provisions of this Article shall be deemed guilty of a violation. The penalty for such violation shall be \$50 for any one offense, recoverable with costs, and in default of said payment the offender shall stand committed to the County Jail until such fine and costs are paid. Each period of 24 hours during or on which a violation occurs or continues shall be deemed a separate offense.

§ 52-1.10. Civil Abatement.

In addition to any other penalty sought or obtained under this Article or other applicable law, the City Attorney may institute injunctive or other appropriate civil proceedings necessary to obtain compliance with this Article or to abate any nuisance resulting from violations of this Article.

§ 52-1.11. Sunset Provision.

The requirements imposed by this Article shall expire and terminate at 11:59p.m. on January 6, 2021, unless otherwise extended by the City Council.

Section 4. Pamphlet Form; Publication, When Operative. This ordinance shall be published in pamphlet form and shall be in full force and effective on December 5, 2020, at 10:00am Central Time, after its passage, approval, and publication or posting as required by law and city ordinance.

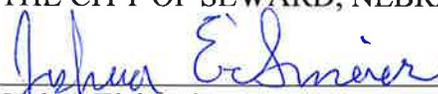
Passed and approved this 3rd day of December, 2020.

ATTEST:



Greg Butcher, City Administrator

THE CITY OF SEWARD, NEBRASKA



Joshua Eickmeier, Mayor



Seward City Council
Seward, Nebraska
December 29th, 2020

Re: COVID-19 Statistics/Information

Dear Council Member,

I have been asked to present statistics and data associated with the COVID-19 pandemic. In my report I will cover the following:

- a. **Statewide Hospitalizations/Capacity**
- b. **Memorial Health Care Systems ER/Admit/Transfer Information and Treatment Options**
- c. **Testing Statistics and Seward County Positive Case Trends**
- d. **Seward County Transmission of COVID-19 - Cases Per Million**
- e. **Vaccines**

a. Statewide Hospitalizations/Capacity

Governor Ricketts uses “thresholds” of hospitalizations for set Directed Health Measures. The following are the levels of thresholds. Above 1,000 hospitalizations would represent 25% (or more) of all staffed hospital beds being used for COVID-19 patients. This would be red and would be incredibly difficult for the state to maintain.

Orange: 800 to 999

Yellow: 600 to 799

Blue: 500 to 599 - this is the current level the State is in.

Green 80 to 499

Under 80 would result in no restrictions

Statewide Trend of Hospitalizations:

Week ending:

10/31	798
11/7	938
11/14	976
11/28	896
12/4	768
12/11	692
12/18	582
12/26	537

Starting the week of 11/28 monoclonal antibody infusion treatment was approved for emergency approved use (EAU) on outpatients over 65 years old (and some individuals with specific underlying health conditions). This is probably the biggest change we have seen in the efforts associated with hospital capacity. Along with social distancing measures, masking, and this new outpatient treatment, state hospitalizations have been reduced through December. Keep in mind, this is an improvement over 5 straight weeks, but we are still a long way away from 249 which was the number of hospitalizations we

were at on October 4th. We feel we are just now seeing some of the effects of Thanksgiving weekend, but not to the high levels first anticipated. We are concerned about the Christmas/New Years Holiday gatherings and the delayed hospitalizations that could follow. We had gotten to a low of 502 during the Christmas week, but we have seen a bump up in the past 3 days.

b. Memorial Health Care Systems (MHCS) ER/Admit/Transfer Information and Treatment Options

Memorial Hospital, one division of MHCS, is designated as a critical access hospital (CAH). All 64 rural hospitals of the 90 acute hospitals in Nebraska are designated this way. All 5 of the hospitals in the 4 Corners Public Health District are designated as CAH. A CAH is limited with its federal designation to 25 inpatient licensed beds. Some in the district are licensed for lower than that (18). The licensed beds can be used for both acute inpatient stays and swing bed (rehab) stays. Typically a CAH has a length of stay for regular inpatient of around 2 to 3 days. A swing bed stay can be up to 80 days or more at times. This puts a limitation of bed capacity at a CAH because we have to plan for a certain percentage of the beds being used for long stays for rehab, a certain percentage are used for one overnight stay (observation), a certain percentage are used for emergency admissions (flu season, appendectomies, etc.) and another percentage will be used for planned inpatient stays (such as c-sections, normal deliveries, and total knee replacements). When a COVID-19 patient needs treatment as an inpatient, the stay is usually 5 days, about 2 days longer than a standard inpatient stays for CAH facilities. The financial stability of a CAH facility relies more on its outpatient business and services. At most CAH facilities as it is at Memorial Hospital, inpatient care makes up about 25% of all hospital revenue, and outpatient services such as diagnostic testing, same-day surgery, lab, therapy services, infusions, etc. make up 75% of the revenue. Rural hospitals rely on a regional tertiary plan where the more complex inpatient care is transferred to the larger facilities.

After considering that we need to reserve inpatient beds for some long-stay rehab, planned inpatient stays after surgery and deliveries, and emergency admissions, we are left with limited capacity during surges in hospitalizations where the tertiary facilities are getting stretched for bed availability for not only covid patients but the regular transfer patients. Over the past couple of months, the following is a breakdown of Memorial Hospital ER Covid cases that were admitted or transferred. Again, we believe the outpatient monoclonal antibody infusions have helped Memorial Hospital a great deal in keeping the 65 and older population who have tested positive out of the ER and needing inpatient care over this past month. The flu season has not started yet, which usually represents a good number of our admissions to inpatient care over the winter months.

COVID-19 Emergency Room Statistics

<u>Week ending:</u>	<u>COVID-19 pts</u>	<u>Transferred</u>	<u>Admitted to MH</u>
11/7	29	9	2
11/14	20	9	3
11/21	17	3	6
11/28	12	3	2
*12/5	7	1	2
12/12	2	1	1
12/19	5	1	0

*Monoclonal Antibody Infusion Treatments and Mask Mandate:

Memorial Hospital implemented this treatment the week of December 7th (after the FDA approved it for Emergency Use Approved (EUA) the first week in December). This is a one-hour infusion of Bamlanivimab or Regeneron for outpatients. COVID-19 positive patients not currently hospitalized who are over 65 years of age may take this treatment (other individuals may qualify with underlying health conditions). We are allotted a minimal number of doses per week as this drug is not highly produced and is managed by the state. As you can see, the number of COVID-19 patients presenting to our ER started to decline along with admissions and transfers when we started using this outpatient treatment. From December 7th through December 28th MHCS has administered these treatments to 27 individuals.

Just because we have a treatment that keeps people from needing the ER or inpatient care, doesn't mean things are less demanding at the hospital. These treatments take close to 3 hours of effort per patient which includes pharmacy, nursing, needing PPE such as goggles, shields, n95 masks, gloves, gowns, etc. Special rooms with negative air pressure are used which takes those rooms out of play for inpatient stays when being used for these infusions. **The solution we want to see in this area is LESS need to use this treatment because of less transmission of the virus in our community.**

Infectious Disease Patient Demands on Employees

Since COVID-19 is extremely contagious, all employees who are in direct contact with caring for COVID-19 patients or even patients that present with symptoms like COVID-19 must use an abundance of caution in the delivery of care. The employees doing test swabbing, Test Nebraska, doing the antibody infusions, caring for patients in the ER or on the acute care floor as inpatient or rehab patient are required to wear a great deal of personal protection equipment (PPE) for the duration of the patient's visit. A special unit is set up for inpatients where a nurse stays in PPE for the entire shift in that zone caring for those patients. For inpatients, testing in the ER, and giving the infusions, special negative pressure rooms are used. When test swabbing or consulting on patients that have COVID-like symptoms at the clinics, an outside facility needs to be used. Caring for both inpatient and outpatient COVID-19 and potential COVID-19 patients puts a lot of extra stress and effort on the staff. We will need to manage patients in this manner for many more months as long as there is still transmission of COVID-19 in our communities. This extra level of effort affects our supply chain, staffing models, staff morale, and many other efforts that are not part of our regular and routine delivery of care.

c. Testing Statistics and Seward County Positive Case Trends

Memorial Hospital has been testing for COVID-19 for 9 months. We started doing rapid PCR tests on April 15th. We do outpatient testing 6 days a week and ER testing 7 days a week. We also do Test Nebraska testing which we started in July.

<u>Week ending:</u>	<u>MHCS Tests</u>	<u>Positivity Rate</u>	<u>Test Nebraska Tests</u>
11/7	142	57.7%	No testing done due to building winter facility
11/14	134	42.8%	71
11/21	122	37%	83
11/28	65	39%	88
12/4	64	34%	83
12/11	58	37.5%	64
12/18	50	27%	85

12/26 41 (Christmas) 38.5% 90

Testing numbers have slowed down in December. We expect those numbers to rise after the holidays and schools and colleges come back in session. **The positivity rate of the rapid tests (those are tests done on people who present to us with symptoms of the illness) has been consistently at or above 35%. As a comparison, Lincoln has been running slighter lower than that. Again, these are people who present to us feeling sick with COVID-19 like symptoms. This a sign of high transmission.**

d. Seward County Transmission of COVID-19 - Cases Per Million

One way to measure how active the infections are in your community is to convert the positive cases per week to cases per million or per 100,000. Since the beginning of the pandemic, I have been calculating these as per million. The measurement is used by health departments to compare how one community is doing with positives in comparison to another community regardless of the population.

Cases Per Million By County in District and State Average

<u>Week ending:</u>	<u>Seward</u>	<u>York</u>	<u>Butler</u>	<u>Polk</u>	<u>State</u>
11/6	1,732	1,000	1,010	1,299	815
11/13	1,361	1,473	1,081	1,473	1,050
11/20	1,311	923	1,365	1,488	1,236
11/27	989	1,172	1,311	676	916
12/4	553	1,514	1,400	487	905
12/11	816	1,006	620	433	779
12/18	676	467	301	467	581
12/25	553	467	407	189	473

(Red represents the weeks Seward County Cases Per Million were higher than the State of NE Cases per Million)

Seward County continues to see a lot of COVID-19 transmission. 553 cases per million is way too high. The goal should be under 100 cases per million. To get to this number we would need to be averaging just less than 2 positives per day. The following are the positives per week over the past 2 months:

<u>Week ending:</u>	<u>Total Positives over 7 days</u>
11/6	212
11/13	162
11/20	159
11/27	120
12/4	67
12/11	99
12/18	82
12/25	67

The positives per week have come down from the highs we were seeing in early November after the Halloween week. We did see a bump back up from a low of the week ending 12/4. Transmission continues to be pretty heavy in our County. It appears the week of Christmas we averaged 9.6 positives per day, quite a bit higher than the goal for cases per million.

e. Vaccines

Memorial Health Care Systems, along with the other 4 hospitals in the district and the 4 corners health department has signed contracts with CDC to be a storage and distribution site for phase 1 of the vaccination plan. We received our first allotment of the vaccine on Tuesday, December 22nd, and did vaccinations on the 22nd, 23rd, and 24th for MHCS staff. On December 28th we conducted a vaccine clinic for the licensed EMTs who were interested in getting vaccinated. The total number of individuals vaccinated through our plan currently stands at 222. We will be moving to the last 3 tiers in phase 1a this week. This includes other health care workers not employed by MHCS like Urgent Care, Dentists, Optometrists, Chiropractors, Physical Therapy, etc. We hope to start phase 1b in January or early February. This phase includes essential workers such as utilities, teachers, funeral home directors, etc.

A key effort the week of December 28th and January 4th is the State's effort to vaccinate all long term care and assisted living residents and staff who want the vaccine. This is the most vulnerable population and the population who generally need the infusion treatments if they become positive for COVID-19.

These vaccines received are Moderna and require two shots, 28 days apart. The first shot helps the individual to gain about 55% immunity and the second shot boosts them to close to full immunity about a week after getting the shot. So, each individual will not be to their fullest immunity until over 30 days from their first shot. **Example:** Individuals who received their shots on December 22nd will reach the fullest immunity around January 29th. If LTC residents get vaccinated the week of December 28th, they will not be to their highest immunity level until about the 2nd week in February.

Flu Season - Typically at the end of December, we would be managing upper respiratory flu inpatients. As of December 28th, the county has not recorded a single positive seasonal flu. This is unheard of. Usually, we start seeing flu patients around Thanksgiving. We feel the social distancing, masking, early flu shots and other efforts that have limited contact between groups of people are the main reasons the flu season is basically non-existent at this time. This is a big plus for hospital capacity.

Summary

Statewide Hospitalizations - Accelerated decline started in late November. The decline has slowed in late December. The current hospital capacity threshold is blue, but the numbers are still significantly higher than in early October. Social distancing, treatment, masking, avoiding groups, etc. combined are helping with hospital capacity. There is a concern that the relaxed DHM's and the holidays could start to see hospitalizations rise again until we can get more of the vulnerable population vaccinated.

MHCS - Outpatient infusion treatment has helped reduce the number of COVID-19 ER patients in December. It was evident in November that the surge affected our ability to transfer COVID-19 patients. A CAH facility is still limited to what types of inpatients can be managed at the local hospital, any new surge will put the facility back to the same concerns we had in November. Additionally, staff will continue to manage COVID-19 patients well into 2021 which means continued use of PPE, special rooms, curbside, etc. Social distancing, treatment, masking, avoiding groups etc will help us avoid a potential twindemic of flu and COVID-19. These efforts will help keep the number of COVID-19 patients at a manageable level as we continue to vaccinate the public and get more protection in place for the most vulnerable.

Testing - Memorial Health Care Systems will continue to do test swabbing and running tests 6 days a week out of the clinic and 7 days a week out of the ER. We will also continue to run a test Nebraska site 2 days a week as the virus continues to be transmitted at a higher rate than what we would like to see. The positivity rate of the rapid tests done at MHCS on symptomatic patients is running at a level that is evidence the infection transmission is still quite high. Social distancing, masking, avoiding groups, etc. will help improve positivity rates. Continued masking will allow for a slow flu season which helps identify COVID-19 easier.

Transmission - Seward County's case per million numbers are currently running higher than the other 3 counties in our District and the numbers are also running higher than the state average. We need to continue to see these numbers steadily fall instead of fall and then bump up and then fall again. We feel without social distancing, masking, avoiding groups, etc. these numbers would be even worse than where we are at now. This is based on the effectiveness of these measures against transmitting the seasonal flu.

Vaccines - The effort of vaccinating the phase 1a candidates just got started last week. As of December 28th there have been 222 individuals vaccinated. We hope to get through the remainder of the phase 1A group in the next couple of weeks. It takes over 30 days to obtain your highest immunity level. As we try to get into 1b and 1c of the vaccine phases, the continuation of social distancing, masking, small groups, etc. can only help as we try to get more people immune to COVID-19 through vaccines versus actually getting infected with the virus. At the rate things are going, we would not see the long term care residents (most vulnerable) reaching their fullest immunity until closer to mid-February. Other vulnerable public members (75 and older) are in phase 1b with the essential workers (teachers, utilities, etc.) and probably won't start getting vaccinated until closer to February....meaning that group will not be at their fullest immunity until closer to April.

Flu Season - The flu season should be in full swing right now. But, because of social distancing, masking, shielding, avoiding large groups, etc., we have not had one case in the county as of December 28th. We saw the effect of social distancing back in March when the flu season was still going and the numbers just dropped to almost nothing in a very short period when shielding and social distancing started.

We feel the mask mandate is one component of many interventions that are helping in the various areas I have shared data on. Extending the mask mandate through March would be very beneficial in helping get our numbers more under control by slowing the spread while we are getting more people to their highest level of immunity after being vaccinated.

Memorial Health Care Systems appreciates your time and commitment to this effort. Please know, regardless of your decision to extend the mandate or not, MHCS will continue to deliver outstanding care to our communities in the same manner we always have and will continue with all the COVID-19 efforts outlined above, until the pandemic is well under control. Our staff has been required to be masked at work every day since April 24th, we understand the importance of masking at this time. Thank you,

Roger Reamer, MBA

Chief Executive Officer
Memorial Health Care Systems

CITY ADMINISTRATORS REPORT – 1/05/2021

- Unified Command Team Meetings with Four Corners Health (weekly).
- Community Covid Call conducted by Four Corners Health for Seward County.
- Monitoring a number of street projects (East Seward Street, Waverly Road, Karol Kay).
- Numerous Covid-19 response to inquiries and issues.
- Monitoring weekly/daily Governor's press conferences for updates and change to regulations.
- Conducted final Police Chief assessments with the Mayor.
- Worked with final DTR Projects.
- Held LB 840 meeting on SCCDP request for Rural Workforce Housing Funds, extension of interest only payments for Alps Dog Retreat, and finalized closeout of DTR projects.
- Assisted with Audit items for online/electronic review.
- Meeting with Water, Electric, and Billing staff on AMI meter conversion.
- Greg on vacation from December 23 thru January 3.

The departments are working on the following projects to name a few:

Police Department

- Interview for Chief Brian Peters with Seward Independent.

Clerk's Office

- Finalizing Paperwork for Utility Payment Processor
- End of Year/Beginning of Year File/Event Prep
- Updating Job Descriptions/Titles

Water/Wastewater Department

- Sweep off concrete drive area and spread rock on parking area due to water main break.
- Set up samplers early and collect special samples due to holiday.
- Equipment cleanup and maintenance.

Parks and Rec/Cemetery/Golf/Pool

- Removing dead trees at Green Wood, and the North Cemetery.
- Repairing and staining picnic tables.
- Ice and snow removal as needed.

Electric Department

- String in primary and change services on E. Bradford.
- Set transformer for Lavander.

Street Department

- Stumping
- Clean and backfill stump areas
- Put up new 24 hr parking signs and make handicap stall 5th and Main St.

Library

- Closing doors to the public (started Dec. 9), only drive-up window open, probably until the end of 2020 (could extend into 2021).
- Material Ordering
- Delivery every Tuesday and Friday.
- Working with short staff for next 5 months or so.

Building Inspection/Planning Department

- Sara Van Cura continues to work on registration renewals for the 2021 calendar year.
- Ironhide Construction, LLC, waiting on recommendations from the Rail Campus Committee if there are any before issuing the building permit.
- Inspections and plan reviews.

Engineering

- Construction contract, easements on North Columbia/cemetery storm sewer.
- WWTP Outfall-submittals and future pre-construction meeting.
- Preliminary project planning, budgetary cost on Fairway Woods.
- Ironhide plan review, Black Hills Energy gas line, Bluestem fiber, storm sewer cost estimate, plat edits (Alpha Land Surveying) and signature on Seward Rail Campus.

Finance Department

- 12-15-2020 TIF Loan Payments
- Payroll statement reconciliation.
- Record CD interest.