



**CITY OF SEWARD
City Council
Regular Meeting
Agenda**

Tuesday, December 7, 2021

7:00 PM

Municipal Building Council Chambers

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, December 7, 2021, in the Council Chambers, 142 7th Street, Seward, Nebraska in which the 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.

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 November 16, 2021 Meeting - City Clerk Bargmann

November 16, 2021

The Seward City Council met at 7:00 p.m. on Tuesday, November 16, 2021 with Mayor Joshua Eickmeier presiding and City Clerk Derek Bargmann recording the proceedings. Upon roll call, the following Councilmembers were present: Ellen Beck, Alyssa Hendrix (arrived 7:03 p.m.), Sid Kamprath, Jessica Kolterman, John Singleton, Matt Stryson, Jonathon Wilken. Councilmembers Absent: Karl Miller. Other officials present: City Administrator Greg Butcher, City Attorney Kelly Hoffschneider, City Engineer Mike Oneby, Building/Zoning & Code Enforcement Director Tim Dworak, and Police Chief Brian Peters.

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, Municipal Building, Seward County Courthouse, CityofSewardNE.com, 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 Council Chambers of the Municipal Building 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.

APPROVAL OF MINUTES OF November 2, 2021 COUNCIL MEETING

Councilmember Singleton moved, seconded by Councilmember Kamprath, that the minutes of the November 2, 2021 City Council meeting be approved.

Aye: Beck, Kamprath, Kolterman, Singleton, Stryson, Wilken.

Nay: None.

Absent: Hendrix, Miller. Motion carried.

CONSENT AGENDA CONSIDERATION ITEMS

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

1. Claims & Payables Reports

CLAIMS LIST

11-16-21

COUNCIL MEETING

Abbreviations: BE, Benefits; BU, Building Upkeep; CI, Capital Improvements;

November 16, 2021

DO, Donations; EQ, Equipment; EX, Expense; FA, Fixed Asset; GS, Gas; GU, Ground Upkeep; IT, Technology; IV, Inventory; MA, Maintenance; MC, Miscellaneous; MH, Merchandise; MI, Mileage; ML, Meals; MS, Memberships; OI, Oil; OP, Operations; PO, Postage; PU, Publications; RE, Repairs; RI, Reimbursement; SA, Salaries, SE, Services; SL, Sales; ST, Sales Tax; SU, Supplies; TG, Training; TO, Tools; TR, Transfer; UN, Uniforms; UT, Utilities,

ADE	SU	271.18
AKRS Equipment	RE	311.28
Altec Industries Inc	SU	146.28
Amazon.Com Credit Service	SU	1,197.31
Anderson Construction	CI	19,770.09
ARPS	CI	6,642.00
Badger Meter	SE	10.68
Baker & Taylor	SU	910.67
Barco Municipal Products	SU	1,218.18
Bern's Body Shop	RE	172.42
Biblionx LLC	MS	5,505.00
Bizco Technologies	SE	7,512.04
Black Hills Energy	UT	740.67
Bockmann Inc	SE	650.00
Border States Industries	IV	3,145.28
Bryan Health	MC	110.90
Campbell Cleaning	SE	1,625.00
Capital Business-Cheyenne	MA	1.08
Cattle Bank & Trust	FA	24,245.00
Central States Hydraulic	RE	2,318.68
Chelewski Kent	RI	31.00
City Seward Electric Fund	UT	36,718.45
City Seward Library Petty	PO	77.40
City Seward Merchant Serv	SE	2,856.44
City Seward Payroll Accou	SA	163,077.25
City Seward Perpetual Fd	SL	750.00
Cornhusker Press	SU	97.00
Culligan Of Crete	GU	48.15
Dutton-Lainson Co	IV	15,443.84
Eakes Office Solutions	SU	101.85
Ecolab	SU	201.02
Ehrlich Roy D	MI	169.89
Electronic Contracting Co	SE	81.00
Farmers Coop Seward	OI	4,445.46
Fast Mart	GS	2.30
Foreup Golf Software	SE	455.00
G & P Development		
Landfill	GU	74.81
GALLS LLC	UN	581.02
Gehring Construction	CI	9,006.00
General Code	MS	1,195.00
General Fire & Safety Equ	SE	123.90
Gerhold Concrete Co Inc	GU	1,420.32
Gworks	SE	15,119.00
H & S Plumbing Heating &	BU	237.56
Herpolsheimer'S Inc	RE	373.98
Hobson Automotive & Tire	RE	1,104.56
Holliday Kurt/Hilary	SE	600.00
Husker Electric Supply Co	IV	151.14
Hydraulic Equipment Servi	RE	192.28
Iot Integrators Llc	SE	1,171.50

November 16, 2021

J E O Consulting Group In	SE	143.40
Jackson Services Inc	SU	60.64
Jacobsen Rock & Gravel	CI	9,587.91
Languein Connie	SE	825.00
Last Mile Network Consult	IT	165.30
Lee's Refrigeration	GU	112.50
Lincoln Winwater Works	TO	103.23
Menards North	FA	148.87
Merchant Job Training & S	TG	650.00
Metering & Technology Sol	RE	667.73
Mid-American Benefits Inc	BE	1,104.51
Midwest Auto Parts	RE	160.24
Midwest Laboratories Inc	MA	947.58
Midwest Service & Sales	EQ	2,626.00
Midwest Tile	RE	245.00
Municipal Supply Omaha	RE	727.60
N M C Exchange Inc	RE	1,188.88
Nebraska Equipment Inc	RE	88.20
Nebraska Golf & Turf	RE	46.18
Nebraska Secretary/State	MS	30.00
Nebraska Sod Company Inc	CI	2,620.00
Nelson Contracting Llc	BU	1,247.12
Niemann'S Port-A-Pot Llc	SE	315.00
Norris Public Power Distr	UT	1,085.00
Northern Safety Co Inc	SU	314.88
Odeys Inc	GU	269.85
O'Kief John F	RI	21.00
Olsson	SE	2,495.51
One Call Concepts Inc	SE	177.00
One Source Background Che	SE	106.00
O'Reilly Automotive Inc	RE	145.97
Orscheln Farm & Home	SU	448.56
Pac 'N' Save Discount Foo	SU	74.27
Pacific Coast Laboratorie	EQ	26.15
Pfabe Jerrald	SE	25.00
Pitney Bowes Inc	OP	105.00
Police Chiefs Assoc Of Ne	MS	50.00
Quill Corp	SU	230.28
Rumery Lawn & Landscape	GU	425.00
Samek Lacy	RI	7.00
Sam'S Club (Lib-Rec-Pool)	MH	123.58
Sargent Drilling Inc	SE	30,532.72
Seward County Chamber & D	SE	153.03
Seward County Clerk/Reg D	SU	6.00
Seward County Independent	PU	628.26
Seward County Treasurer	SE	18,998.61
Seward Electronics	SU	48.98
Seward Lumber & Home Cent	SU	323.90
Seward Public Schools	MC	2,216.05
Seward Wind LLC	UT	37,043.64
Sid Dillon - Crete	RE	350.47
Sid Dillon - Wahoo	FA	43,348.00
Sparetime Lounge & Grill	ML	825.00
Speidell Monuments Inc	RE	410.00
Sports Express	MH	802.95
Suhr & Lichty Insurance A	MC	875.00
T. Gibbs Services Inc	SE	190.00
Titan Machinery	FA	100,000.00

November 16, 2021

Total Fire & Security Inc	SE		279.27
U S Postal Service	PO		4,500.00
Verizon Wireless	SE		346.68
Visa - Pinnacle Bank			238.57
Amazon	SU	30.00	
Bluestem	SE	115.00	
EscapeRoom Geeks	SU	49.00	
Harlequin	SU	21.39	
Walmart	SU	7.15	
Zoom	SE	16.03	
Windstream Nebraska Inc	SE		1,958.72
Wortman, Niki	TG		87.19
York Equipment	OI		92.66
	CLAIMS TOTAL		\$606,607.50

2. City Treasurer Report
3. City Codes Director Report
4. Police Department Report

Aye: Beck, Kamprath, Kolterman, Singleton, Stryson, Wilken.

Nay: None.

Absent: Hendrix, Miller. Motion carried.

PUBLIC HEARINGS

1. TAX INCREMENT FINANCING APPLICATION OF 14TIN, LLC, FOR 117 S. 6TH STREET, SEWARD

- A. PRESENTATION AND REVIEW OF TIF APPLICATION
- B. PRESENTATION AND REVIEW OF REDEVELOPMENT PLAN AMENDMENT AND COST BENEFIT ANALYSIS
- C. PRESENTATION AND REVIEW OF REDEVELOPMENT AGREEMENT

TIF Attorney Andrew Willis of Cline Williams provided an overview of the TIF application submitted by 14tin, LLC. He noted that this application was previously approved by the Planning Commission as well as the Community Redevelopment Authority. Specifically, the applicant would look to renovate the site to open a home-décor and gift store. The current plan is to complete construction/renovation with the goal of opening in early 2023.

Councilmember Hendrix arrived at 7:03 p.m.

Regarding TIF impacts, it is expected the project will be around \$16k or about \$1,600 annually. In regards to other development aspects, it will create 4-6 jobs, have no adverse effects, no parking impacts, no property acquisition and fits in with the goals for the redevelopment plan.

Mayor Eickmeier opened the public hearing at 7:07 p.m. Mike Riley, applicant, expressed his excitement in undergoing this project and becoming a part of the Seward business community. The Council expressed their appreciation for his application and plans for the site.

With no further public comments, Mayor Eickmeier closed the public hearing at 7:08 PM.

D. RESOLUTION APPROVING THE REDEVELOPMENT PLAN AMENDMENT AND ADOPTING A COST BENEFIT ANALYSIS FOR THE REDEVELOPMENT PROJECT

November 16, 2021

Councilmember Kamprath introduced the following resolution:

**CITY OF SEWARD, NEBRASKA
RESOLUTION NO. 2021-26**

(Amendment to Redevelopment Plan–14tin Redevelopment Project)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA,
APPROVING AN AMENDMENT OF THE REDEVELOPMENT PLAN FOR THE CITY OF
SEWARD, NEBRASKA, INCLUDING THE 14TIN REDEVELOPMENT PROJECT.**

RECITALS

- A. The Community Redevelopment Authority of the City of Seward (“CRA”) has recommended that the Redevelopment Plan for the City of Seward, a copy of which is on file and available for public inspection with the City Clerk (the “Redevelopment Plan”), should be amended to include a project for the redevelopment of certain real property within the Redevelopment Area identified and legally defined in said amendment (the “Project Site”).
- B. The proposed amendment to the Redevelopment Plan (“Redevelopment Plan Amendment”) is on file and available for public inspection with the Seward City Clerk.
- C. The Redevelopment Plan Amendment includes a redevelopment project identified as the 14tin Redevelopment Project (the “Project”) that will utilize Tax Increment Financing pursuant to Neb. Rev. Stat. § 18-2147.
- D. The CRA submitted the question of whether the Redevelopment Plan Amendment should be recommended to the City Council to the Planning Commission of the City of Seward.
- E. The Planning Commission recommended the approval of the Redevelopment Plan Amendment.
- F. Notice of public hearing regarding the adoption and approval of the Redevelopment Plan Amendment by the City Council was provided in conformity with the Open Meetings Act, Neb. Rev. Stat. § 84-1407 et seq., the Community Development Law, Neb. Rev. Stat. §§ 18-2115 and 18-2115.01, and Nebraska law.
- G. On November 16, 2021, the City Council held a public hearing relating to the question of whether the Redevelopment Plan Amendment should be adopted and approved by the City. All interested parties were afforded at such public hearing a reasonable opportunity to express their views respecting the submitted question.
- H. The City Council has reviewed the Redevelopment Plan Amendment, the cost benefit analysis prepared by the CRA and attached to the Redevelopment Plan Amendment, the recommendations of the Planning Commission, and has duly considered all statements made and material submitted related to the submitted question.

NOW THEREFORE, it is found by the City Council of the City of Seward, Nebraska, in accordance with the Community Development Law, Neb. Rev. Stat. §§ 18-2101 through 18-2155 (the “Act”), as follows:

1. The Project Site is in need of redevelopment to remove blight and substandard conditions identified pursuant to the Act.
2. The Redevelopment Plan Amendment will, in accordance with the present and future needs of the City of Seward, promote the health, safety, morals, order,

November 16, 2021

convenience, prosperity, and the general welfare of the community in conformance with the legislative declarations and determinations set forth in the Act.

3. The Redevelopment Plan Amendment is in conformance with the general plan for development of the City of Seward as a whole, as set forth in the City of Seward Comprehensive Plan, as amended.
4. The cost and benefits set forth in the Project cost benefit analysis are found to be in the long-term best interest of the City of Seward.
5. The Project would not be economically feasible without the use of Tax Increment Financing.
6. The Project would not occur on the Redevelopment Area without the use of Tax Increment Financing.

BE IT FURTHER RESOLVED, that pursuant to the provisions of the Act and in light of the foregoing findings and determinations, the Redevelopment Plan Amendment is hereby approved and adopted by the City Council as the governing body for the City of Seward.

Dated this 16th day of November, 2021.

CITY OF SEWARD, NEBRASKA

By: _____
Mayor

ATTEST: _____
City Clerk

Councilmember Wilken moved, seconded by Councilmember Stryson, to approve Resolution 2021-26, approving an amendment to the redevelopment plan for the City of Seward, Nebraska, including the 14tin Redevelopment project.

Aye: Beck, Hendrix, Kamprath, Kolterman, Singleton, Stryson, Wilken.

Nay: None.

Absent: Miller. Motion carried.

E. RESOLUTION APPROVING THE REDEVELOPMENT PLAN AGREEMENT FOR A REDEVELOPMENT PROJECT INCLUDING THE ISSUANCE OF TIF INDEBTEDNESS FOR THE REDEVELOPMENT PROJECT AND OTHER SUCH ACTIONS UNDER THE COMMUNITY DEVELOPMENT LAW

Councilmember Kolterman introduced the following resolution:

CITY OF SEWARD, NEBRASKA

RESOLUTION # 2021-27

(Redevelopment Agreement – 14tin Redevelopment Project)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA, APPROVING THE FORM OF THE REDEVELOPMENT AGREEMENT AND AUTHORIZING THE COMMUNITY REDEVELOPMENT AUTHORITY TO ENTER INTO SAID AGREEMENT.

November 16, 2021

RECITALS

A. Pursuant to the Nebraska Community Development Law, Neb. Rev. Stat. §§ 18-2101 through 18-2154, as amended (the "Act"), the City of Seward, Nebraska ("City"), has adopted a redevelopment plan ("Redevelopment Plan") for certain portions of the City. A copy of the Redevelopment Plan is on file with the City Clerk for inspection.

B. The Redevelopment Plan, as amended, includes a specific redevelopment project identified as the 14tin Redevelopment Project that will include the use of Tax Increment Financing (the "Project").

C. On November 10, 2021, the CRA approved the Redevelopment Agreement for the Project.

D. The City Council has reviewed the Redevelopment Agreement and has found it to be in conformity with the Act and the General Comprehensive Development Plan of the City, and in the best interests of the City.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Seward, Nebraska, that the Redevelopment Agreement between the Community Redevelopment Authority of the City of Seward, Nebraska and 14tin, LLC which is on file with the City Clerk and available for public inspection, is hereby approved.

BE IT FURTHER RESOLVED, the CRA is hereby authorized to execute and deliver the Redevelopment Agreement, with such changes, modifications, additions, and deletions therein and shall they seem necessary, desirable or appropriate, for and on behalf of the CRA.

BE IT FURTHER RESOLVED, the CRA is hereby authorized to take all actions contemplated and required in the Redevelopment Agreement including, without limitation, the issuance of such TIF Indebtedness as set forth in the Redevelopment Agreement. Such TIF Indebtedness shall be repaid solely from the Tax Increment created by the Project and does not represent the general obligation of the CRA of the City.

BE IT FURTHER RESOLVED that all Resolutions or parts thereof in conflict with the provisions of this Resolution or to the extent of such conflicts, are hereby repealed.

Dated this 16th day of November, 2021.

CITY OF SEWARD, NEBRASKA

By: _____
Mayor

ATTEST: _____
City Clerk

Councilmember Beck moved, seconded by Councilmember Kamprath, to approve Resolution 2021-27, approving the redevelopment plan agreement for the 14tin Redevelopment project.

Aye: Beck, Hendrix, Kamprath, Kolterman, Singleton, Stryson, Wilken.

Nay: None.

Absent: Miller. Motion carried.

2. ORDINANCE APPROVING THE PRELIMINARY AND FINAL PLAT OF KOEHLER-AEGERTER

November 16, 2021

ADDITION (1050 N 5TH STREET AND 416 HILLCREST DRIVE)

Building/Zoning & Code Enforcement Director Tim Dworak provided background on this agenda item. Essentially this action will split the parcel of land and will then be added to both the applicant properties. Additionally, Mr. Dworak noted the Planning Commission approved this request previously and that there would be no utility impacts.

Mayor Eickmeier opened the public hearing at 7:11 p.m. With no public comments, Mayor Eickmeier closed the public hearing.

Councilmember Stryson introduced Ordinance No. 2021-26. Councilmember Kolterman moved, seconded by Councilmember Kamprath to dispense with the statutory rule. Councilmember Beck moved, seconded by Councilmember Stryson, that the minutes of the proceedings of the Mayor and Council of the City of Seward, Seward County, Nebraska in the matter of passing and adopting: **Ordinance No. 2021-26**, "AN ORDINANCE TO APPROVE THE PLAT ENTITLED "KOEHLER-AEGERTER ADDITION", A REPLAT OF LOT 3, ADMINISTRATIVE REPLAT OF LOTS 3,4,5,6,14,15,16,17,18, THE EAST 77' OF LOT 8, ALL OF LOTS 7 AND 9, BLOCK 1, H.B. CUMMINS SUBDIVISION OF CUMMINS HILLCREST ADDITION TO THE, CITY OF SEWARD, SEWARD COUNTY, NEBRASKA," AS HEREINAFTER SET FORTH; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

Aye: Beck, Hendrix, Kamprath, Kolterman, Singleton, Stryson, Wilken.

Nay: None.

Absent: Miller. Motion carried.

3. AMENDMENT TO THE CITY OF SEWARD UNIFIED LAND DEVELOPMENT ORDINANCE (ULDO); CHAPTER 410 ZONING AND SUBDIVISION, ARTICLE 40.5 CIRCULATION SYSTEM DESIGN - STREET TREES

Mr. Dworak described the reason for this revision was based on a request for clarification of where street trees could or could not be planted as well as types of trees approved. To ensure the approved tree list and planting locations are adhered to in the future, an application has been developed which must be completed before any plantings in the City right-of-way. The application will be reviewed and approved by Bob Miers, Street Superintendent. This new process should ensure that City utilities are not impacted by any new plantings—existing trees will be monitored as needed.

Councilmember Kolterman suggested that a social media campaign should be undertaken to inform citizens as well as reaching out to local nurseries about the approved list. Additionally, Councilmember Singleton suggests communication with local homeowner associations because they have specific planting lists. Councilmember Kamprath inquired as to the difference in enforcement if this revision is enacted. Mr. Dworak responded that with the updated code it will provide a mechanism for improved enforcement of the planting requirements.

Mayor Eickmeier opened the public hearing at 7:11 p.m. With no public comments, Mayor Eickmeier closed the public hearing.

Councilmember Stryson introduced Ordinance No. 2021-27. Councilmember Hendrix moved, seconded by Councilmember Stryson to dispense with the statutory rule. Councilmember Kamprath moved, seconded by Councilmember Kolterman, that the minutes of the proceedings of the Mayor and Council of the City of Seward, Seward County, Nebraska in the matter of passing and adopting: **Ordinance No. 2021-27**, "AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF SEWARD,

November 16, 2021

CHAPTER 410 ZONING AND SUBDIVISION, ARTICLE 40 CIRCULATION DESIGN, SECTION 40.5 STREET TREES; TO ADJUST REQUIREMENT FOR PLANTING OF STREET TREES; TO REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT, TO PROVIDE FOR AN EFFECTIVE DATE; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM."

Aye: Beck, Hendrix, Kamprath, Kolterman, Singleton, Stryson, Wilken.

Nay: None.

Absent: Miller. Motion carried.

ADMINISTRATIVE ITEMS

1. ORDINANCE AMENDING THE SEWARD MUNICIPAL CODE, CHAPTER 364 TREES, ARTICLE I PLANTING AND MAINTENANCE REGULATIONS, SECTIONS 2 TREES SPECIES TO BE PLANTED AND SECTION 3 DISTANCE FROM UTILITY LINES AND FIRE HYDRANTS

Mr. Dworak mentioned that this code revision was related to inconsistencies between the ULDO and Chapter 364 and as such, this revision will provide for consistent language in Chapter 364.

Councilmember Kamprath introduced Ordinance No. 2021-28. Councilmember Beck moved, seconded by Councilmember Stryson to dispense with the statutory rule. Councilmember Kolterman moved, seconded by Councilmember Kamprath, that the minutes of the proceedings of the Mayor and Council of the City of Seward, Seward County, Nebraska in the matter of passing and adopting: **Ordinance No. 2021-28**, "AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF SEWARD, CHAPTER 364 TREES, ARTICLE 1 PLANTING AND MAINTENANCE REGULATIONS, SECTION 2 TREE SPECIES TO BE PLANTED AND SECTION 3 DISTANCE FROM UTILITY LINES AND FIRE HYDRANTS; TO ADJUST REQUIREMENT FOR PLANTING OF STREET TREES; TO REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT, TO PROVIDE FOR AN EFFECTIVE DATE; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM."

Aye: Beck, Hendrix, Kamprath, Kolterman, Miller, Singleton, Stryson, Wilken.

Nay: None.

Absent: None. Motion carried.

2. CONSIDERATION FOR APPROVAL OF AN AGREEMENT WITH NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT FOR A COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE DOWNTOWN REVITALIZATION PROGRAM AND AUTHORIZE THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS RELATED TO THE BLOCK GRANT #21-DTR-011

City Administrator Greg Butcher stated the City had recently been notified of its selection for Community Development Block Grant (CDBG) funding in the amount of \$435,000. This will represent phase III of the downtown revitalization with \$400,000 for funded projects.

Councilmember Kamprath moved, seconded by Councilmember Stryson, to approve the agreement with Nebraska Department of Economic Development for community development block grant funding and authorize the Mayor to execute all necessary documents related to block grant #21-DTR-011.

Aye: Beck, Hendrix, Kamprath, Kolterman, Singleton, Stryson, Wilken.

Nay: None.

Absent: Miller. Motion carried.

November 16, 2021

3. CONSIDERATION OF APPROVAL OF PROFESSIONAL SERVICE AGREEMENT FOR GENERAL ADMINISTRATION CONTRACT FOR DOWNTOWN REVITALIZATION PROJECT #21-DTR-011 WITH SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT

Mr. Butcher mentioned that this agreement would be for administration of the previously approved block grant funding with the Nebraska Department of Economic Development. Southeast Nebraska Development District would serve as the administrator of these funds on behalf of the City.

Councilmember Beck moved, seconded by Councilmember Kolterman, to approve the professional service agreement for general administration of project #21-DTR-011 with Southeast Nebraska Development District.

Aye: Beck, Hendrix, Kamprath, Kolterman, Singleton, Stryson, Wilken.

Nay: None.

Absent: Miller. Motion carried.

4. ORDINANCE TO APPROVE THE REVISED WARD BOUNDARIES BASED ON THE 2020 CENSUS

Mr. Butcher provided a background on the redistricting process. After every census undertaken, the City must review their current ward boundaries in coordination with the County Clerk who serves as the Election Commissioner. The City is required to evenly split the total population amongst the four wards with a variance of +/- 5%. In working with the Seward County Clerk, it was determined the most effective pathway is to move a portion of Ward 2 to Ward 4. The addition for Ward 4 will now include a square from Hillcrest Drive south to Lincoln Street, east from 5th Street to 3rd Street.

County Commissioner Darrell Zabrocki mentioned the County is slated to review and approve the revised precincts at the next Commissioner meeting.

Councilmember Kolterman introduced Ordinance No. 2021-29. Councilmember Kamprath moved, seconded by Councilmember Singleton to dispense with the statutory rule. Councilmember Singleton moved, seconded by Councilmember Wilken, that the minutes of the proceedings of the Mayor and Council of the City of Seward, Seward County, Nebraska in the matter of passing and adopting: **Ordinance No. 2021-29**, "AN ORDINANCE TO ESTABLISH WARDS FOR ELECTIONS OF THE CITY SUBSTANTIALLY EQUAL IN POPULATION; TO DESCRIBE THE BOUNDARIES OF EACH WARD AS REDISTRICTED; TO AMEND CHAPTER 32-1.8 OF THE CITY CODE; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT."

Aye: Beck, Hendrix, Kamprath, Kolterman, Singleton, Stryson, Wilken.

Nay: None.

Absent: Miller. Motion carried.

Councilmember Kamprath moved, seconded by Councilmember Stryson that all ordinances be added to the permanent record.

Aye: Beck, Hendrix, Kamprath, Kolterman, Singleton, Stryson, Wilken.

Nay: None.

Absent: Miller. Motion carried.

5. RESOLUTION AUTHORIZING MAYOR EICKMEIER TO SIGN THE ANNUAL YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT

A. DESIGNATE JULIE A. OGDEN, JEO CONSULTING GROUP, INC., AS CONSULTANT TO THE CITY OF SEWARD AS A CLASS A STREET SUPERINTENDENT (LICENSE #S-1407)

November 16, 2021

FOR NDOT PROGRAMMING REQUIREMENTS AND INCENTIVE PAYMENTS, EFFECTIVE
JANUARY 1, 2022

Mr. Butcher stated that this was just a procedural matter to designate the Street Superintendent for the City. At the moment, Street Superintendent Bob Miers is working to become a certified Street Superintendent.

Councilmember Kolterman introduced the following resolution:

DRAFT

November 16, 2021

**RESOLUTION
SIGNING OF THE
YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT
2021**

Resolution No.

Whereas: State of Nebraska Statutes, sections 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 of Nebraska Department of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31st of each year) the appointment of the City Street Superintendent(s) to the NDOT using the Year-End Certification of City Street Superintendent form; and

Whereas: The NDOT requires that each certification shall also include a copy of the documentation of the city street superintendent's appointment, i.e., meeting minutes; showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number (if applicable), and Class of License (if applicable), and type of appointment, i.e., employed, contract (consultant, or interlocal agreement with another incorporated municipality and/or county), and the beginning date of the appointment; and

Whereas: The NDOT also requires that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

Be it resolved that the Mayor Village Board Chairperson of
(Check one box) (Print Name of Municipality)
is hereby authorized to sign the attached Year-End Certification of City Street Superintendent completed form(s)

Adopted this _____ day of _____, 20____ at _____, Nebraska
(Date) (Month)

City Council/Village Board Members

City Council/Village Board Member
Moved the adoption of said resolution
Member _____ Seconded the Motion
Roll Call Yes No Abstained Absent
Resolution adopted, signed, and billed as adopted.

Attest:

(Signature of Clerk)

Councilmember Kamprath moved, seconded by Councilmember Hendrix, to authorize the Mayor to sign the annual year-end certification of City Street Superintendent and to designate Julie A. Ogden, JEO Consulting Group, Inc., as City Street Superintendent effective January 1, 2022.

November 16, 2021

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

REPORTS

1. CITY ADMINISTRATOR'S REPORT

Councilmember Singleton moved, seconded by Councilmember Kamprath, that City Administrator Butcher's report of November 16, 2021 be accepted.

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

FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR ADMINISTRATIVE ACTION

Limitation on Occupancy of Rentals (Kamprath).

ANNOUNCEMENT OF UPCOMING EVENTS

November 18th - COVID Zoom briefing
November 19th - Coffee and Contacts at Southeast NE CASA
November 27th - Seward Christmas Festival

MOTION TO ADJOURN

Councilmember Singleton moved, seconded by Councilmember Kamprath, that the November 16, 2021 City Council Meeting be adjourned.

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

Adjourned approximately 7:47 p.m.

THE CITY OF SEWARD, NEBRASKA

Joshua Eickmeier, Mayor

Derek Bargmann
City Clerk

**ELECTION OF COUNCIL PRESIDENT
CONSENT AGENDA**

1. Claims & Payables Reports

CLAIMS LIST

12-7-21

COUNCIL MEETING

Abbreviations: BE, Benefits; BU, Building Upkeep; CI, Capital Improvements; DO, Donations; EQ, Equipment; EX, Expense; FA, Fixed Asset; GS, Gas; GU, Ground Upkeep; IT, Technology; IV, Inventory; MA, Maintenance; MC, Miscellaneous; MH, Merchandise; MI, Mileage; ML, Meals; MS, Memberships; OI, Oil; OP, Operations; PO, Postage; PU, Publications; RE, Repairs; RI, Reimbursement; SA, Salaries, SE, Services; SL, Sales; ST, Sales Tax; SU, Supplies; TG, Training; TO, Tools; TR, Transfer; UN, Uniforms; UT, Utilities,

Aclara Technologies LLC	FA	3,112.80
All Copy Products Inc	MA	23.05
ARPS	GU	11,934.50
Backencamp Jon	MC	650.00
Badger Meter	SE	138.43
Blue Cross Blue Shield Ne	BE	58,885.72
Bluestem Network LLC	SE	100.00
Border States Industries	IV	9,695.76
Burlington Northern Santa	UT	1,341.54
Campbell Cleaning	SE	1,629.48
Capital Business-Dallas	MA	561.44
Carroll Construction Supp	GU	52.47
Cattle Bank	IT	400.00
Chase Card Service		7,533.94
Amazon	SU	4,023.46
Constant Contact	SE	20.00
Culver's - Grand Island	ML	9.81
Dollar General	SU	41.93
Dragon Palace	ML	152.90
Fast Mart	GS	3.06
Hilton Hotels - Chicago	TG	561.18
Hilton Kitty O'Sheas	ML	26.30
Humanities Nebraska	SE	200.00
La Quinta - Kearney	TG	265.20
McDonald's - Seward	ML	9.08
Microsoft	SE	150.08
NWEA	TG	200.00
Osceola Implement	RE	38.21
Pacific Coast Laboratory	SE	135.10
Portillo's Hot Dogs - Chicago	ML	13.22
Rotorooter	BU	462.98
Runza - Seward	ML	100.37
Sam's Club	BU	192.73
ULine	SU	264.08
USPS	PO	46.90
Walmart	SU	403.46
Zoom	SE	213.89
City Seward Electric Fund	UT	32,456.67
City Seward Payroll Accou	SA	160,293.42
Cline Williams Law Firm	SE	1,275.00
Concrete Industries Inc	MA	74.24
Constellation Newenergy	UT	668.16
Emergency Medical Product	SU	3,299.24
Envision Electric LLC	BU	2,100.00
ES Opco USA LLC/Veseris	IT	1,932.00
First Wireless Inc	EQ	4,906.15
Foreup Golf Software	SE	455.00

Galls LLC	UN	620.16
Gehring Construction	CI	9,888.00
Gerhold Concrete Co Inc	GU	357.30
Global Industrial	FA	12,827.89
Graybar	IV	1,033.28
Great Plains Communicatio	SE	490.00
H & S Plumbing Heating &	SE	657.15
Hartmann Custom Service C	SU	1,329.93
Helmink Printing/Grph Inc	SU	324.00
Herpolsheimer'S Inc	RE	183.75
HireRight LLC	SE	502.02
Hoffschneider Law PC LLO	SE	4,750.00
Holeka Kenneth	SE	46.80
Home Depot Pro	SU	582.66
Husker Electric Supply Co	TO	2,258.51
J E O Consulting Group In	SE	6,722.10
Kaczor Charles	MC	75.00
Knott Edison	SE	60.00
Last Mile Network Consult	IT	165.30
League Ne Municipalities	MS	395.00
Lee'S Refrigeration	SE	224.51
Lincoln Winwater Works	RE	780.03
Matheson Tri-Gas Inc	OP	285.38
Memorial Health-Drug	SE	805.00
Menards North	SU	28.19
Metering & Technology Sol	IV	5,437.75
Meyer Automotive	RE	40.43
Mid-American Benefits Inc	BE	909.88
Midwest Automotive	RE	913.65
Midwest Turf & Irrigation	RE	59.66
NDEE	MS	345.00
Nebrascut Lawn Care	GU	661.16
Nebraska D A S Acct Ocio	OP	231.00
Nebraska Equipment Inc	MC	722.37
Nebraska Golf Association	EX	22.00
Nebraska Health Environme	MA	628.00
Nebraska Nursery & Landsc	TG	150.00
Nebraska Pub Pow-Desmoine	UT	390,962.98
Nebraska Society Certifie	MS	419.00
Niemann'S Port-A-Pot LLC	SE	350.00
Norris Public Power Distr	UT	1,057.81
Odeys Inc	SU	11,952.00
Olsson	SE	20,895.52
Oneby Michael	MI	126.56
ONSOLVE LLC	SE	2,037.79
O'Reilly Automotive Inc	SU	158.49
Orscheln Farm & Home	GU	615.81
Overhead Door Co-Lincoln	BU	40.25
Page My Cell	MS	500.00
Principal Financial Group	BE	2,320.15
Quality Brands Of Lincoln	SU	274.90
Quill Corp	SU	174.98
Richters Inc	GU	141.95
Samek Lacy	MC	15.00
Schemmer Architects Engin	CI	15,533.80
Schulz Jensen	RI	46.38
Seward Storage	SE	2,310.00
Short Elliott Hendrickson	SE	8,517.04
Silver State Consulting	TG	35.00
St P J Supply Inc	SU	75.96

Suhr & Lichty Insurance A	MS	936.00
The Music Bingo People	SE	100.00
Time Warner Cable	SE	772.46
Titan Machinery	FA	7,000.00
Top Shape Tree LLC	SE	4,200.00
Ty's Outdoor Power & Serv	RE	300.49
U S Cellular	SE	261.93
Verizon Wireless	SE	306.81
Wieseaman Drew	MC	400.00
	CLAIMS TOTAL	\$831,870.93

2. Seward County Chamber & Development Partnership Report

QUARTERLY REPORT SUMMARY

Prepared for SCCDP Members • November 2021

- The SCCDP assisted with the Petsource expansion project which was announced on November 30, 2021. This project will be the single largest economic development project investment in the history of Seward County at \$75 million. Petsource anticipates creating 80 new jobs.
- The SCCDP has received their fourth application to the Seward County Rural Workforce Housing Fund (SC RWHF) which includes 85-89 new workforce housing units into the market in Seward County. The total investment will be approximately \$14,613,115. This leverages local SC RWHF donor dollars of \$631,500 approximately 23 to 1.
- The SCCDP supported the City of Seward's Downtown Revitalization Phase 3 implementation grant application to be funded for \$435,000 (from Nebraska Department of Economic Development) to continue a revitalization plan that is addressing slum and blight conditions within the historic downtown district. Planned activities include commercial façade improvements and repairs related to code, infrastructure, and ADA accessibility.
- The SCCDP supported LB 840 and TIF applications to renovate the former Bakery building in historic downtown Seward to convert to home goods store, 14tin.
- The SCCDP supported TIF application to renovate the former Milford Nails & Spa building in downtown Milford to convert to women's clothing store, Ana Patricia Boutique.
- The SCCDP hosted the 4th Annual Ignite the Flight at the Nebraska National Guard Museum to highlight local and statewide beer, wine, and whiskey providing networking and music entertainment by celebrating arts and culture. The event will be transitioning to the Seward County Arts Festival in 2022 to further grow and highlight the assets of local arts and culture.
- Hired three Concordia University Seniors, Hayley Steinbauer/Erin Maier/Gage Smith to work as part-time Administrative Assistants for SCCDP.
- Submitted proposals for rubber and plastics manufacturer, facilities services manufacturer, and follow up information for Project Singularity in Seward Rail Campus. Submitted proposal for mega development site west of Seward (500+ acres).
- Completed due diligence activities for two Seward development sites (that both received NPPD Site Ready Assistance Program grants).
- Coordinated archeological study with History Nebraska for Seward Rail Campus to support completion of BNSF Site Certification application requirements.
- Connected resources for LB 840, TIF, grants, and/or available building & land to various business owners including companies that want to start or expand a mobile salon, cigar lounge, frozen yogurt, classic car storage, child development center, spec commercial warehouse, renovating a downtown Seward building, cottage business, seed research and development company, small residential subdivision, coffee shop and bakery, two child care businesses, HVAC business, lease rates for retail and warehouse, and outdoor fenced yard to house equipment and materials in light industrial zone.

**QUESTIONS OR FOLLOW UP?
CONTACT:
JONATHAN JANK
402-570-8020**

**THANK YOU TO OUR QUARTERLY
REPORT SUMMARY SPONSOR!**



MEET THE TEAM



MEMBERSHIP COORDINATOR, HARRISON HELMER

• The Membership Coordinator is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development Partnership (SCCDP) related to maintaining current relationships with members while seeking new membership and sponsorship opportunities for the SCCDP. This position helps the President & CEO work to fulfill the Vision Statement 2035.

MARKETING & EVENTS DIRECTOR, LEANNE MILLER

• The Marketing & Events Director is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development Partnership (SCCDP) related to marketing/communications and all aspects of event planning and execution. This position helps the President & CEO work to fulfill the Vision Statement 2035.



DEVELOPMENT & GOVERNMENT AFFAIRS DIRECTOR, ZANE FRANCESCATO

• The Development & Government Affairs Director is responsible for working with the Seward County Chamber & Development Partnership (SCCDP) President & CEO, members, and community volunteers to create strategies to strengthen Seward County's workforce and housing development activities and find solutions to relevant community issues. This position also leads SCCDP's legislative efforts including building relationships with elected officials and advocating for policies, regulations, and programs which benefit the Seward County business community. This position helps the President & CEO work to fulfill the Seward County Vision Statement 2035.

ADMINISTRATIVE ASSISTANT, HAYLEY STEINBAUER, ERIN MAIER, & GAGE SMITH

• The Administrative Assistant is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development Partnership (SCCDP) related to maintaining SCCDP's office systems and equipment, including ensuring bookkeeping and payroll are completed by an accounting contractor on a weekly basis, responding to general communications, assisting with events, helping members and visitors feel welcome, and providing administrative support as needed. This position helps the President & CEO work to fulfill the Vision Statement 2035.



PRESIDENT & CEO, JONATHAN JANK

• The President & CEO is the chief executive officer of the Seward County Chamber & Development Partnership (SCCDP) and directs all activities necessary to meet the objectives and implement policy, as established by the Board of Directors. This executive position is accountable for the effective and efficient operation of all organizational activities of the SCCDP to move Seward County forward to fulfill the Vision Statement 2035. Reports to the SCCDP Board of Directors; responsible for leadership and development of professional staff members.



CONFIRMATION OF MAYOR APPOINTMENTS

1. Reappoint Dan Brumm to Assistant Fire Chief for a 2-Year Term
2. Reappoint Members to Various Boards and Committees:
 - A. Cheryl Zumpfe to the Seward Aging Services Commission for a 2-YR Term.
3. Appoint Members to Various Boards and Committees:
 - A. Janet Odvody (replaces Lisa Karel), Maureen Freitas (replaces Sandra Wright), and Renee Larsen (replaces Martha Bender) to the Seward Aging Services Commission for a 2-YR Term.

ADMINISTRATIVE ITEMS

1. Updated Job Description for Police Officer II - Chief of Police Peters

JOB TITLE: POLICE OFFICER II (Hourly: Non-exempt)

ACCOUNTABILITY: Under the direction of the Chief of Police, Police Lieutenant and Police Sergeant respectively and in compliance with State Statute and City Code.

JOB SUMMARY: Enforces all State statutes, City ordinances and Federal statutes; maintains law and order within the City of Seward; additional duties as assigned and approved by the Chief which may include coordinating one or more of the programs or performs the duties of FTO, firearms instructor, EVO instructor, defensive tactics instructor, training coordinator D.A.R.E. instructor, Great instructor, public relations or public education programs, McGruff House, employment background investigator; intelligence information liaison, bike patrol, vehicle maintenance officer, evidence coordinator, reserve officer coordinator, equipment/supplies manager, hostage negotiator, crime stoppers liaison, safety committee member, serves as a representative on community boards or committees.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Operates a police patrol vehicle while patrolling in assigned areas for the prevention of crime and the enforcement of traffic laws and regulations; responds to radio and telephone dispatches and appears at the scenes of disorder or crime; notes and reports traffic hazards; investigates and prepares written reports on accidents, offense and damages' protects the public and maintains order; requests medical assistance when necessary; appears in court as an arresting officer or witness; transports prisoners; investigates crimes; investigates complaints; interviews persons whose actions are suspicious; issues written citations for parking and traffic violations.

SKILLS AND ABILITIES: Knowledge of the technical and operating principals, practices and problems of law enforcement and crime prevention activities; knowledge of the laws governing custody of person(s) search and seizure, rules of evidence; ability to maintain favorable working relationships with city officials and officials of other jurisdictions and the general public; knowledge of the hazards and safety precautions applicable to the work; ability to operate all specialized communications equipment including broadcasting voice messages; one year of experience with various computer programs and functions; ability to sit for extended periods of time on patrol; ability to perform all duties associated with police work including foot patrol, parking patrol, bike patrol, surveillance enforcement and physical apprehension of law violators; ability to get in and out of, and operate standard police patrol vehicles; ability to qualify with all standard issued Police Department firearms per Nebraska Law Enforcement Training Center standards; ability to work varied shifts, hours and holidays; ability to meet or exceed the Nebraska Law Enforcement Training Center physical standards for basic recruits; ability to work under adverse weather conditions (heat-cold-rain-snow) and perform necessary services; knowledge and ability to create, plan, implement and maintain programs, as listed in the Job Summary, and their records according to policy.

EXPERIENCE AND TRAINING: Graduation of High School or GED equivalent; successfully completion of the Nebraska Law Enforcement Training Center basic recruit Academy; 18 months or more of full-time law enforcement experience; successful completion of advanced training as needed for the Job Summary duties; or any equivalent combination of experience and training.

SPECIAL REQUIREMENTS: Possession of a valid drivers license, pass vision and physical exam determining fitness for the above duties.

Updated 9/2001

JOB TITLE: POLICE OFFICER II (Hourly: Non-exempt)

ACCOUNTABILITY: Under the direction of the Chief of Police, Police Captain and Police Sergeant respectively and in compliance with State Statute and City Code.

JOB SUMMARY: Enforces all State statutes, City ordinances and Federal statutes; maintains law and order within the City of Seward; additional duties as assigned and approved by the Chief which may include, but not limited to coordinating one or more of the following duties: Field Training Officer (FTO), Firearms Instructor, Emergency Vehicle Operations (EVO) Instructor, Defensive Tactics Instructor, D.A.R.E. instructor, public relations or public education programs, employment background investigator; intelligence information liaison, bike patrol, vehicle maintenance officer, evidence coordinator, equipment/supplies manager, hostage negotiator, Crime Stoppers liaison, safety committee member, serves as the department representative on community boards or committees.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Conducts proactive patrol in order to deter crime and detect criminal activity; enforces traffic laws and regulations; protects the public and maintains order; responds to calls for service reported via police radio, telephone or other means of communication; investigates criminal offenses and interviews victims, suspects and witnesses; arrests suspects when appropriate; prepares written reports relating to criminal offenses; testifies in court; investigates motor vehicle crashes; requests medical assistance when needed; performs first aid and/or CPR when necessary; transports prisoners; issues citations for parking and traffic violations; investigates animal complaints; investigates city code violations.

SKILLS AND ABILITIES: Knowledge of the technical and operating principles, practices and problems of law enforcement and crime prevention activities; knowledge of the laws governing custody of person(s) search and seizure, rules of evidence; ability to maintain favorable working relationships with city officials and officials of other jurisdictions and the general public; knowledge of the hazards and safety precautions applicable to the work; ability to operate all specialized communications equipment including broadcasting voice messages; experience using various computer programs such as email, Zuercher CAD/RMS, Microsoft Word and Excel; ability to get in and out of, and operate standard police patrol vehicles; ability to sit for extended periods of time on patrol; ability to perform all duties associated with police work including foot patrol, parking patrol, bike patrol, surveillance enforcement and physical apprehension of law violators; ability to qualify with all standard issued Police Department firearms per Nebraska Law Enforcement Training Center standards; ability to work varied shifts, hours and holidays; ability to meet or exceed the Nebraska Law Enforcement Training Center physical standards for basic recruits; ability to work under adverse weather conditions (heat-cold-rain-snow) and perform necessary services; knowledge and ability to create, plan, implement and maintain programs, as listed in the Job Summary, and their records according to policy.

EXPERIENCE AND TRAINING: Basic Law Enforcement Certification from the Nebraska Law Enforcement Training Center; minimum of 18 months experience as a Police Officer I; successful completion of advanced training as needed for the Job Summary duties; or any equivalent combination of experience and training.

SPECIAL REQUIREMENTS: Possession of a valid drivers license, pass vision and physical exam determining fitness for the above duties.

Updated 12/2021

2. Resolution Designating One Handicapped or Disabled Parking Space on the East Side of 5th Street, South of Seward Street - Building/Zoning & Code Enforcement Director Tim Dworak

RESOLUTION NO. 2021-29

WHEREAS, Section 382-4.4 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

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) diagonal parking space eight feet (8') in width, with an eight foot (8') walkway located on the east side of 5th Street, beginning one hundred fifty-two feet ten inches (152'10") north of the curb line of Main Street (Highway 34) at the northeast corner of the intersection of said 5th and Main Streets, thence extending south, as depicted on the attached "Figure 2".

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.

Dated: _____ day of _____, 2021

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Derek Bargmann
City Clerk

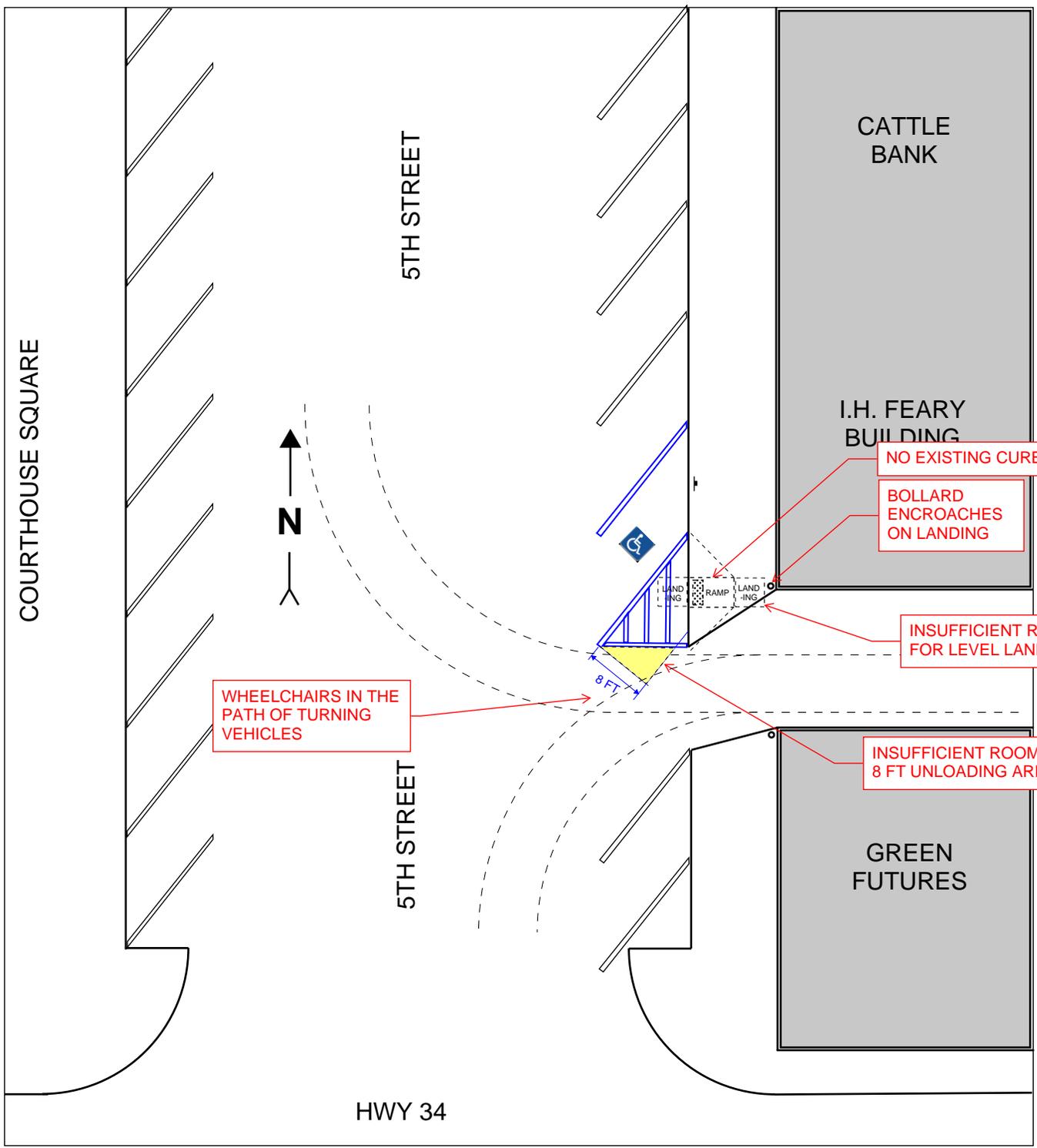


Figure 1. Compliance issues with existing handicapped parking stall

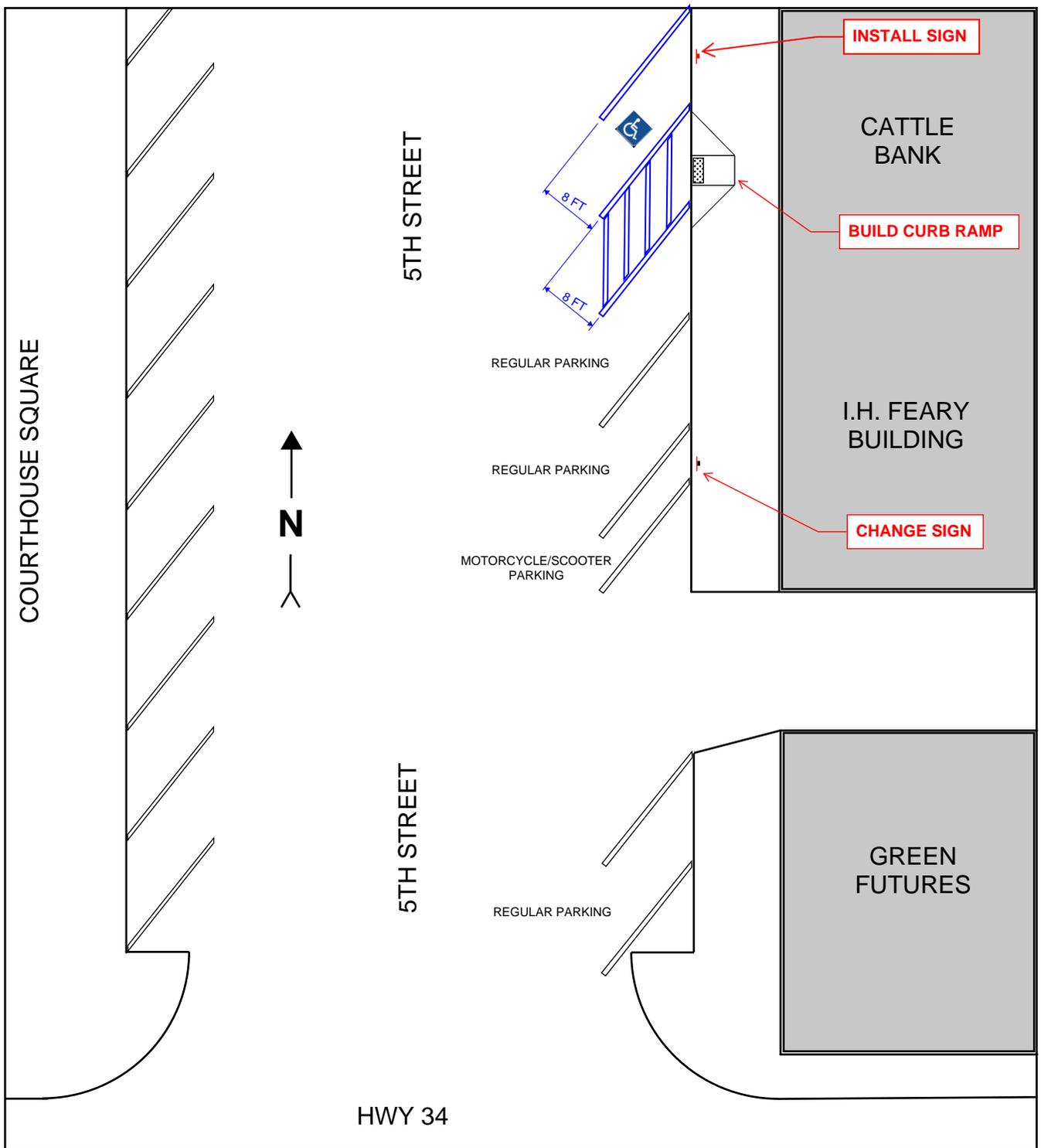


Figure 2. Proposal to create one ADA-compliant handicapped parking stall and one Motorcycle/Scooter parking stall

3. Resolution Designating One Motorcycle/Scooter Parking Space on the East Side of 5th Street, South of Seward Street - Building/Zoning & Code Enforcement Director Tim Dworak

RESOLUTION NO. 2021-30

WHEREAS, Section 382-4.4 of the City Code of the City of Seward, Nebraska provides that the City may, by Resolution, set aside any street, alley, public way, or portion thereof where the parking of a particular kind or class of vehicle shall be prohibited, or where the parking of any vehicle shall be prohibited and

WHEREAS, it is necessary or desirable to restrict the parking of vehicles at certain places on certain streets 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. The parking of motor vehicles will be limited to "Motorcycle/Scooter Parking Only" at following designated location:

- a. Beginning eighty-five feet six inches (85'6") inches north of the north curb line of Main Street (Highway 34) at the northeast corner of the intersection of said 5th and Main Streets, thence north eight (8) feet consisting of one (1) diagonal parking space on the east side of said 5th Street, as depicted on the attached "Figure 2".

2. The above designated parking spaces 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.

Dated: _____ day of _____, 2021

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Derek Bargmann
City Clerk

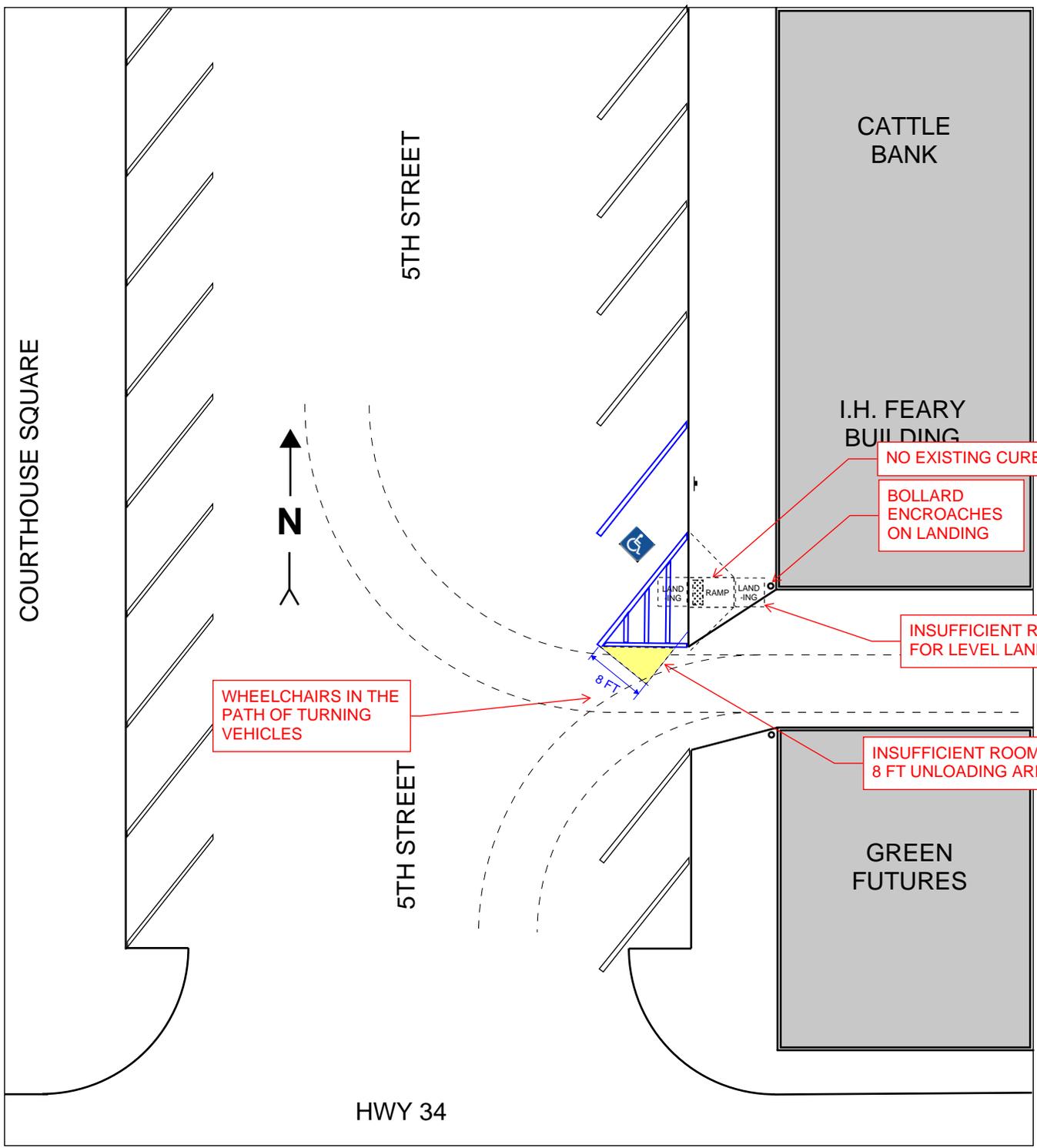


Figure 1. Compliance issues with existing handicapped parking stall

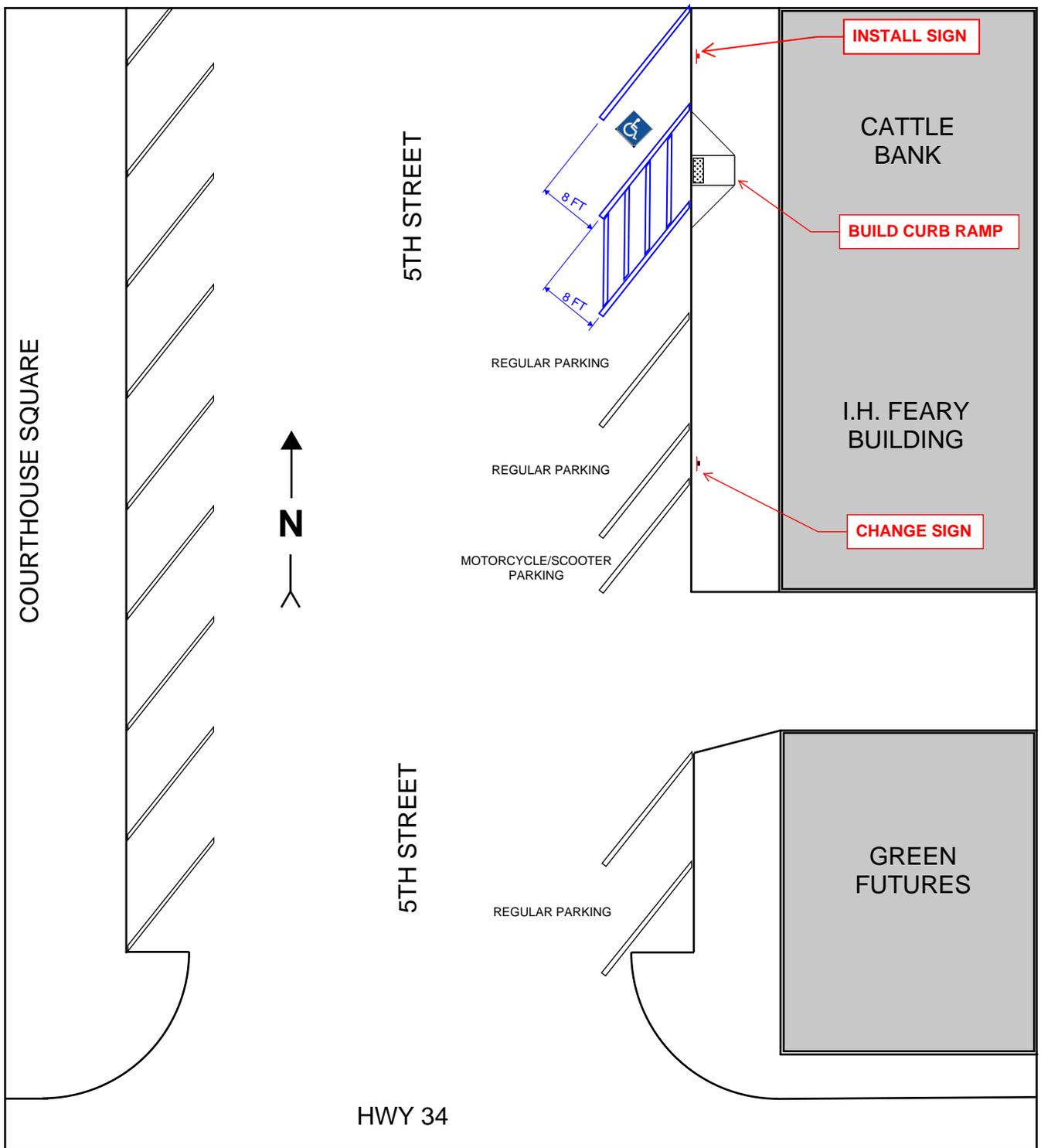


Figure 2. Proposal to create one ADA-compliant handicapped parking stall and one Motorcycle/Scooter parking stall

REPORTS

1. City Administrator's Report - City Administrator Butcher

CITY ADMINISTRATORS REPORT – 12/7/2021

- Monitoring a number of street projects Waverly Road (continues pouring concrete), design work on East Seward and East Hillcrest.
- Covid-19 response to inquiries and issues, a number of employees out.
- Working on finalizing grants for Petsource/Rail Campus – EOP.
- Assisting City Attorney with a number of real estate items.
- Met with local developer on new plat and drainage issues east of town.
- Covid-19 Unified Command Calls
- Met with Seward Wellness Committee to discuss fundraising and planning.
- Reviewed CivicPlus webpage specific platforms and offerings with City Clerk.
- Attended Meeting with Wellness Committee and Seward Youth Center representatives.
- Met with JEO and water team on Emergency Response Planning for water system.
- Attended SCCDP Luncheon for their top Chamber members.
- Attended Safety Committee Meeting and assisted with adoption of new bylaws.
- Reviewed information regarding development near proposed Wellness Center.
- Conducted special department head meeting to organize and review the City’s entire online filing system.
- DTR Update with SENDD for Phase III.
- Assisted with the Stuff the Cruiser Police Department Project.
- Met onsite with engineers to review the culvert under Karol Kay near Plum Creek Park.

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

Police Department

- Interview with 911 Director candidate.
- Stuff the Cruiser.

City Clerk/Human Resources/City Hall

- 2022 Burnsite Key Renewal Letters.
- Certification for 2022 Elections.
- HR onboarding with Jarod Phillips and Emily Almgren.
- Receiving a quote this week and assessing options with City Administrator for the possibility of using CivicPlus for the City website.
- Looking into future Department Head trainings and dates for harassment and new manager training.

Water/Wastewater Department

- Man hole repairs.
- Structural inspection by SEH engineer.
- Bore water service line for South Columbia property.
- Training employees on new jet and combo truck.
- Continue working on 5 years of data from Wastewater operations, flows, lab data, annual cost maps, and all other information needed for SEH.

Parks and Rec/Cemetery/Golf/Pool

- Wrestling Clinic started.
- Draft for the Cattle Training Facility.
- Pouring concrete at the Seward Community Golf Course.
- Flower beds to clean up.
- Mulching and trimming parks and cemeteries.

Civic Center

- Meetings as usual, Stuff the Cruiser starts collecting and using rooms this weekend.
- Holiday decorations.

Electric Department

- Set up generator at Plum Creek Wagyu.
- Electro testing to look at Water Tower Sub for controls.
- Work on streetlights on 8th St.
- Work with contractor on Progressive Ave project.

Street Department

- Patch potholes.
- Work on Flood levee projects.
- Tree trimming.
- Finish prepping winter equipment.

Library

- Library Board meeting.
- Summer reading 2022 Zoom workshops.
- Material ordering.

Building Inspection/Planning Department

- DNR Farms LLC major Subdivision, Rezone, and Conditional Use permit.
- Meeting with Olsson to discuss progress on the Prairie View Preliminary Plat.
- Demolition at 730 and 740 Jackson.
- Concordia Music Building inspections.
- Inspections and plan reviews.

Engineering

- Traffic control, mailboxes, rip rap and change orders (lane marking) for Waverly Road (County).
- Boring for street lights, prep for seeding, ROW paperwork for Waverly Road (City).
- Schemmer site visit for Karol Kay box culvert.
- Data requests for WWTP Upgrade.
- Edits to site plan (electrical) and funding application for Water Tower.

Finance Dept.

- Training with Emily on payroll.
- Payroll statement reconciliation.
- Make TIF distributions, including update CNG ACH info.
- November financials for the City.

**FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR ADMINISTRATIVE
ACTION
ANNOUNCEMENT OF UPCOMING EVENTS
STRATEGY SESSION**

1. Strategy Session with City Attorney to Provide Negotiation Guidance Concerning Real Estate Interests at the Commercial Rail Campus Development Area - City Attorney Hoffschneider

MOTION TO ADJOURN

I, Derek Bargmann, the duly appointed qualified and acting City Clerk 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 Municipal Building, Seward County Courthouse, Seward Memorial Library and CityofSewardNE.gov

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

Derek Bargmann, City Clerk

Date