

CITY OF NORFOLK, NEBRASKA

The Mayor and City Council of the City of Norfolk, Nebraska met in regular session in the Council Chambers, 309 North 5th Street, Norfolk, Nebraska on the 17th day of March, 2014, beginning at 5:30 p.m.

Following a moment of silence and the Pledge of Allegiance to the flag of the United States of America, Mayor Sue Fuchtman called the meeting to order. Roll call found the following Councilmembers present: Dale Coy, Jim Lange, Rob Merrill, Shane Clausen, Thad Murren, Josh Moenning, Dave Fauss, and Dick Pfeil. Absent: None.

Staff members present were: City Administrator Shane Weidner, Director of Public Works Dennis Smith, City Attorney Clint Schukei, City Clerk Beth Deck, Finance Officer Randy Gates, Police Chief Bill Mizner, Wastewater Plant Superintendent Todd Boling, Park Superintendent Pat Mrsny, Information Systems Manager Jim McKenzie, Administrative Secretary Bethene Hoff, Library Director Jessica Chamberlain, Human Resources Director Sheila Schukei, Solid Waste Supervisor Rob Mercer, Prevention Manager Trent Howard, Assistant City Engineer Mark Dolechek, and Water & Sewer Director Dennis Watts.

The Mayor presided and the City Clerk recorded the proceedings.

The Mayor informed the public about the location of the current copy of the Open Meetings Act posted in the City Council Chambers and accessible to members of the public.

Notice of the meeting was given in advance thereof by publication in the Norfolk Daily News, Norfolk, Nebraska, the designated method of giving notice, as shown by affidavit of publication.

Notice was given to the Mayor and all members of the Council and a copy of their acknowledgement of receipt of notice and agenda is attached to the 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 public.

Agenda Motions

Councilmember Merrill moved, seconded by Councilmember Fauss to approve the consent agenda as printed. Roll call: Ayes: Councilmembers Coy, Lange, Merrill, Clausen, Murren, Moenning, Fauss and Pfeil. Nays: None. Absent: None. Motion carried.

Councilmember Coy moved, seconded by Councilmember Lange to adopt the full agenda as printed. Roll call: Ayes: Councilmembers Coy, Lange, Merrill, Clausen, Murren, Moenning, Fauss and Pfeil. Nays: None. Absent: None. Motion carried.

Consent Agenda Items Approved

Minutes of the March 3, 2014, City Council meeting

Minutes of the February 27, 2014, Work Session/Retreat meeting

Minutes of the March 6, 2014, Joint Governing Work Session meeting

Waive the \$2.00 bicycle registration fee for the annual Landon Bos Memorial Bike Rodeo on May 17, 2014 from 9:00 a.m. to 12:00 p.m. to be held at the Norfolk Pedal Park located in the 300 block of West Benjamin Ave

Steed, LLC permanent easement contract and permanent easement deed for property along U.S. Highway 81 for \$21,275.00 in conjunction with the Southwest Sanitary Sewer Interceptor Phase I project

Special Designated Liquor License for American Legion Post #16, Inc., to serve beer, wine and distilled spirits at a fundraiser in an outdoor area at 1305 Riverside Boulevard on April 26, 2014, from 8:00 a.m. to 12:00 a.m.

Village of Hadar agreement for the City of Norfolk to provide building inspection services on a contract basis

Medallion Construction Co., Inc. low bid of \$27,207.00, to furnish and install concrete, a steel structure and whatever else is necessary to complete the project for the *open air shelter at Skyview Park*

Rotary Club of Norfolk (a Nebraska Nonprofit Corporation) agreement to use Skyview Park to hold four music performance events on June 19, 2014; July 3, 2014; July 17, 2014; and July 31, 2014, respectively and to allow alcohol consumption in the park during those events

Nebraska USSSA Baseball, LLC (a Nebraska Limited Liability Company) agreement to use the City's baseball facilities in Ta-Ha-Zouka Park to hold a baseball tournament on May 31 and June 1, 2014

Mayor's appointments to the Tree Advisory Board of G. Tom Surber and Philip Herman for term expiring September 2014; Alex Weaver for a term expiring September 2015; and Jessica Jasnoch for a term expiring September 2016

Plans, specifications, and engineer's estimate on file in the City offices for the Prospect Avenue Paving Improvements project and authorization for the City Clerk to advertise for bids

Negotiate a contract with Elkhorn Paving Construction Co., Inc. of Norfolk, Nebraska for the Concrete Improvements 2014-1 project (5th Street, Madison Avenue to Phillip Avenue)

Bills in the amount of \$978,065.92

Special Presentations

The Mayor proclaimed April 2014 as "Fair Housing Month".

Trail System

Jon Downey, Danelle McKeown, Jan Gannon and Stan Staab represented the Trails Advisory Board. Downey explained Option C-2 and B-2 for consideration by elected officials: Option C-2 is installation of a trail system from 3rd Street and Georgia Avenue west to the bridge over the river, at an estimated cost of \$31,000, and Option B-2 is from Elm Avenue north along the river

to Wattier's Auto, at an estimated cost of \$50,000. The Board also requested stripping of a bike lane on 3rd Street. A long range proposal would be to connect the flood control trail to Veterans Memorial Park at an estimated cost of \$150,000.

Library Space Needs Study

Nancy Novak, Ryan Fisher, Michael Alley of Alley Poyner Macchietto and Ron Feuerbach of Morrissey Engineering provided information to elected officials. Novak stated a library space needs analysis study is completed, based on a 20-year growth factor. Novak said technology is making libraries more important because it allows printed material to come out sooner, provides opportunities to reengage with the community and offers more interaction with citizens. Novak reviewed a power point presentation as well as a programmatic design for the library. The space needs study addresses the existing library structure; parking issues; natural lighting; main entrance; IT department space needs; and social and education needs of the community.

The space needs analysis study indicates a need for a library with approximately 38,000 square feet – the existing library is approximately 22,000 square feet. The additional proposed space is based on information of volume calculation collected (how many books and other items patrons check out) plus a growth factor calculation. Proposed library expansion would go north of the current building with the entrance changed to face west and make entering and exiting the library more accessible. The library currently has 54 parking spaces and the goal is to get 125 spaces. The additional parking is proposed to the west and north of the library.

The proposed library expansion and renovation would include the following:

Community room for up to 200 people; small café for patrons; large adult collection area; more secure restrooms with the addition of a family/children's restroom; children's area located in the back of the library for more security; keep and work with existing natural lighting; public computer access area; heritage/genealogy room/research area; new IT area with front and back door access for added security; shared loading dock area; technology production areas; new service desk and staff work area/reference and tech services; staff break room; small staff conference room; administration offices; book drop; children's activity room; teen area; 3-sided courtyard with lounge furniture; and reading areas located along the north wall by windows.

Feuerbach stated the current mechanical system is all reusable and would extend into the new area. However, all of the electrical will need to be updated in the library.

Novak explained the 10 year growth model includes 13,000 sq. ft. of additional space at a cost of approximately \$6,573,159.02; and the 20 year growth model includes 16,000 sq. ft. of additional space at an estimated cost of \$7,442,116.15. Novak stated the proposed library renovation and addition allows for the space to be flexible to change with future needs.

Post Office

Angela Kuhl, Real Estate Specialist, USPS Facilities Implementation Team, gave a presentation on a suggested plan regarding the Norfolk Post Office. Also present were Mike Monington and Joe Kettelson, Norfolk postmaster. The United States Postal Service ("Postal Service") is considering relocating the Norfolk Main Post Office located at 401 N 4th Street to the USPS

Processing & Distribution Center located at 1100 S Pine Industrial Road. The current Main Post Office is a leased facility and the Processing & Distribution Center is owned property with excess space available. As part of this project, the Postal Service will renovate the Processing & Distribution Center to accommodate the Main Post Office and continue to provide the same services to the Norfolk community. Kuhl stated the Postal Service is facing the most critical period in its history. Despite significant cost reductions, the Postal Service continues to experience a net loss and mail volume continues to decline because of increased electronic communication. As part of a national effort, the Postal Service has been engaged in re-evaluating its facilities. As a self-supporting government agency that receives no tax dollars for its operating expenses, the Postal Service must rely on the sale of postage, products and services to generate revenue. In the face of unsustainable deficits the Postal Service must seek ways to cut costs and reduce the size of its infrastructure. Kuhl stated no loss of jobs is anticipated.

The City Council had concerns with safety issues and increased traffic on streets by the USPS Processing & Distribution Center.

Kuhl welcomes comments from citizens regarding the proposal. A proposed time frame would be 9-12 months if the relocation is approved by the Postal Service.

Regular Agenda Items

Trail Improvements for FY 2014-2015

Councilmember Fauss moved, seconded by Councilmember Moenning to approve the Trail Advisory Board's recommended trail improvements for FY 2014-2015 at a cost of approximately \$81,000 as presented.

Roll call: Ayes: Councilmembers Coy, Lange, Merrill, Clausen, Murren, Moenning, Fauss and Pfeil. Nays: None. Absent: None. Motion carried.

Ordinance No. 5285

(annex property, near 1230 W Monroe Ave, Brian Gibbs)

Councilmember Lange introduced, seconded by Councilmember Merrill, Ordinance No. 5285 entitled: AN ORDINANCE OF THE CITY OF NORFOLK, NEBRASKA, TO ANNEX TO SAID CITY A PART OF THE SOUTH ½ OF THE NORTH ½ OF SECTION 34 AND PART OF THE NORTHWEST ¼ OF SECTION 34, ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 1 WEST OF THE 6TH PRINCIPAL MERIDIAN, MADISON COUNTY, NEBRASKA. REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND TO PROVIDE THAT THIS ORDINANCE SHALL BE PUBLISHED IN PAMPHLET FORM and moved that the ordinance be passed on second reading. Said ordinance was then read into the record by title by the City Clerk.

Roll call: Ayes: Councilmembers Coy, Lange, Merrill, Clausen, Murren, Moenning, Fauss and Pfeil. Nays: None. Absent: None. Motion carried. Ordinance No. 5285 passed on second reading only.

Ordinance No. 5286

(fee schedule amendment, transfer station fees)

Councilmember Fauss introduced, seconded by Councilmember Murren, Ordinance No. 5286 entitled: AN ORDINANCE OF THE CITY OF NORFOLK, NEBRASKA TO AMEND SECTION 2-5 OF THE OFFICIAL CITY CODE TO INCLUDE A FEE INCREASE FOR MUNICIPAL SOLID WASTE; TO PROVIDE WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT; AND TO PROVIDE FOR THE PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM and moved that the ordinance be passed on first reading. Said ordinance was then read into the record by title by the City Clerk.

Solid Waste Manager Rob Mercer explained that on January 21, 2014, the City Council approved renewal of the transportation contract that went into effect on February 3, 2014, which increased the cost of hauling trash to the landfill. The increased cost of shipping equates to an additional \$62,275 for the remainder of the 2013/2014 fiscal year. A Public Works Subcommittee meeting was held on February 27, 2014 and recommended a \$3.45 per ton increase, which would raise the total cost of disposal to \$56.00 per ton (\$24.00 at the transfer station and \$32.00 at the landfill). Current government figures estimate each household generating 2 tons of trash per year, so the price increase would affect the average customer by an additional \$0.58 per month.

Roll call: Ayes: Councilmembers Coy, Lange, Merrill, Clausen, Murren, Moenning, Fauss and Pfeil. Nays: None. Absent: None. Motion carried. Ordinance No. 5286 passed on first reading.

Councilmember Fauss moved, seconded by Councilmember Moenning, that the statutory rule requiring reading on three different days be suspended.

Roll call: Ayes: Councilmembers Coy, Lange, Merrill, Clausen, Murren, Moenning, Fauss and Pfeil. Nays: None. Absent: None. Motion carried. The motion to suspend the rules was adopted by three-fourths of the Council and the statutory rule requiring reading on three different days was suspended for consideration of said ordinance.

Thereafter Councilmember Fauss moved, seconded by Councilmember Moenning, that the statutory rules requiring reading on three different days be suspended and for final passage of the ordinance. The Mayor then stated the question "Shall Ordinance No. 5286 be passed and adopted?"

Roll call: Ayes: Councilmembers Coy, Lange, Merrill, Clausen, Murren, Moenning, Fauss and Pfeil. Nays: None. Absent: None. Motion carried. The passage and adoption of said ordinance having been concurred in by a majority of all members of the Council, the Mayor signed and approved the ordinance and the City Clerk attested the passage and adoption of the same and affixed her signature thereto. The Mayor then instructed the City Clerk to publish said Ordinance No. 5286 as required by law.

Public Comment Period

David Peterson and Rick Wipperling made comments regarding the U.S. Postal Service proposed relocation. Councilmember Coy commented that Big Red Keno has been a good community partner.

There being no further business, the Mayor declared the meeting adjourned at 7:12 p.m.

Sue Fuchtman
Mayor

ATTEST:

Elizabeth A. Deck
City Clerk

(S E A L)

I, the undersigned Clerk, hereby certify that the foregoing is the full, true and correct original document of proceedings of Monday, March 17, 2014, had and done by the Mayor and City Council; that all of the subjects included in the proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to the meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

Elizabeth A. Deck
City Clerk

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