

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 20th day of February, 2024, 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 Josh Moenning called the meeting to order. Roll call found the following Councilmembers present: Corey Granquist, Frank Arens, Justin Webb, Andrew McCarthy, Thad Murren, Justin Snorton, Shane Clausen and Kory Hildebrand. Nays: None. Absent: None.

Staff members present were: City Administrator Andy Colvin, City Attorney Danielle Myers-Noelle, City Clerk Brianna Duerst, Administrative Secretary Bethene Hoff, Assistant City Engineer Anna Allen, Risk Manager Lyle Lutt, Human Resources Director Jessica Dvorak, Streets Manager Will Elwell, Street Shop Supervisor Matt Ernesti, Parks and Recreation Director Nathan Powell, Assistant Parks and Recreation Director PJ Evans, Economic Development Director Candice Alder and City Planner Val Grimes.

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 Murren moved, seconded by Councilmember Snorton to approve the consent agenda with Item #15, *consideration of approval to advertise for request for proposals for a highway and street right of way mowing contract for the Street Division*, and Item #16, *consideration of approval to advertise for a request for proposals for a street striping/painting contract for the Street Division*, removed from the consent agenda and added to the regular agenda. Roll call: Ayes: Granquist, Arens, Webb, McCarthy, Murren, Snorton, Clausen and Hildebrand. Nays: None. Absent: None.

Councilmember Granquist moved, seconded by Councilmember Arens to adopt the full agenda with Item #15 and 16 removed from the consent agenda and added to the regular agenda.. Roll call: Ayes: Granquist, Arens, Webb, McCarthy, Murren, Snorton, Clausen and Hildebrand. Nays: None. Absent: None.

Consent Agenda Items Approved

Minutes of the February 5, 2024, City Council meeting

Keno Comparison report for January 2024

Acceptance of the January 22, 2024 board report of the Northeast Nebraska Regional Land Bank

American Cancer Society, Inc., a New York Nonprofit Corporation, d/b/a Norfolk Area Relay for Life, agreement allowing the use of Ta-Ha-Zouka Park to hold a Norfolk Area Relay for Life event including but not limited to live music performances, ceremonies, luminarias, walking, and a silent auction on Friday, May 31, 2024

Northeast Nebraska All-Star Football Classic, a Nebraska Nonprofit Corporation, agreement to use the football field in Veterans Memorial Park for an all-star classic football game for area graduating seniors on Saturday, June 8, 2024

Special Designated Liquor License for Sacred Heart Church of Norfolk to serve beer, wine and distilled spirits at Norfolk Catholic Activities Center, 2301 West Madison Avenue, on April 13, 2024, from 5 p.m. to 12 a.m. for a Hall of Fame banquet

Special Designated Liquor License for Jim's Fine Wine and More, to serve wine and distilled spirits at Magnolias, 432 W Norfolk Ave, on March 9, 2024, from 12:00 p.m. to 5:00 p.m. for a wine and cordial tasting event

Resolution No. 2024-7 approving the final plat and subdivision agreement for Abler Light Industrial Site Replat

Mayor's reappointment of Erin Kucera to the Tree Advisory Board for a three (3) year term expiring September 2026

Resolution 2024-8 supplementing the original legal descriptions contained within Resolution 2024-5 with ones set forth by the Madison County Clerk

Mayor's reappointment of Jill Sock, Dirk Waite and Brandon Franklin to the Norfolk Planning Commission for a three-year term, ending February 2027

Mayor's reappointment of Ignacio Machuca and Dan Hofmann (alternate) to the Building & Property Maintenance Code Appeals Board for a five-year term, ending February 2029

Mayor's reappointment of John Grimes to the Fire Code Appeals Board for a five-year term, ending February 2029

Mayor's appointment of Roy Swoboda to the Plumbing Board for a three-year term, ending August 2026

Bills in the amount of \$1,860,659.90

Special Presentation

Will and Leon Younger with PROS Consulting, presented the Norfolk Parks and Recreation Master Plan findings and preliminary recommendations, reviewing the comprehensive master plan process, facility and amenity priorities, program priorities, proposed capital improvement plan, key issues and themes, Norfolk Parks vision and mission, parkland and trails, facility programming, and financial strategies.

Regular Agenda

Advertise for highway and street of way mowing

Councilmember Granquist moved, seconded by Councilmember McCarthy, for approval to advertise for a request for proposals for a highway and street right of way mowing contract for the Street Division.

Streets Manager Will Elwell provided information to elected officials. Elwell explained that contracting this out would allow Street crews to focus on street maintenance instead of getting pulled away to do this mowing. These areas would be mowed up to six times per year, from around Memorial Day to the end of October.

Councilmember Hildebrand declared a conflict of interest and abstained from the vote.

Roll call: Ayes: Granquist, Arens, Webb, McCarthy, Murren, Snorton and Clausen. Nays: None. Absent: None. Abstaining: Hildebrand. Motion approved.

Advertise for street striping/painting

Councilmember Granquist moved, seconded by Councilmember Hildebrand, for approval to advertise for a request for proposals for a street striping/painting contract for the Street Division.

Streets Manager Will Elwell provided information to elected officials. Elwell explained that most roads get painted every year, but it is a very lengthy process. By contracting this out, the contractor can get the striping/painting done in much less time, and it will free up Street's resources to focus on other street maintenance.

Roll call: Ayes: Granquist, Arens, Webb, McCarthy, Murren, Snorton, Clausen and Hildebrand. Nays: None. Absent: None. Motion approved.

Resolution No. 2024-9
(RAISE planning grant application)

Councilmember Granquist moved, seconded by Councilmember Murren, for adoption of Resolution No. 2024-9 approving to support Madison County in their RAISE planning grant application.

Assistant City Engineer Anna Allen provided information to elected officials. Madison County is applying for a RAISE (Rebuilding American Infrastructure with Sustainability and Equity) planning grant to request funding for the planning, preliminary design, and initial environmental review for the Northwest Industrial Loop project. The proposed project is for the extension of Industrial Highway from Highway 81 west approximately 6 miles, then south to Highway 275 while also looking at alternatives to improve the roadway from this point north toward Pierce. This project would allow for heavy truck traffic to circumvent Norfolk, promote economic growth, and increase safety along the highway corridors in town. Applications are due February 28, and the grant is expected to be awarded in June.

Roll call: Ayes: Granquist, Arens, Webb, McCarthy, Murren, Snorton, Clausen and Hildebrand.
Nays: None. Absent: None. Resolution No. 2024-9 was adopted.

A & R Construction Change Order No. 2
(West Michigan Avenue & 8th Street Reconstruction project)

Councilmember Arens moved, seconded by Councilmember Snorton, for approval of Change Order No.2 with A & R Construction for the West Michigan Avenue and 8th Street Reconstruction project resulting in a net increase of \$103,628.84.

Assistant City Engineer Anna Allen provided information to elected officials. Change Order No. 2 provides for full reconstruction of the intersection of 7th and Michigan, increases in water and sewer service connections, and balancing most bid items to as built quantities resulting in a new contract amount of \$3,086,833.45.

Roll call: Ayes: Granquist, Arens, Webb, McCarthy, Murren, Snorton, Clausen and Hildebrand.
Nays: None. Absent: None.

AccuDock fishing dock purchase

Councilmember Arens moved, seconded by Councilmember Snorton, for approval to purchase a fishing dock from AccuDock in the amount of \$184,166.00.

On January 10, 2024, two proposals were received. One from AccuDock and three options from EZ Dock. Parks and Recreation Director Nathan Powell provided information to elected officials. Working with Nebraska Game and Parks, engineering and lake users, city staff determined AccuDock to be a better-quality product with the highest perceived value, and a more suitable style for our location. This dock is part of the \$250,000 Mahlon B. Kohler donation. This leaves \$68,326 for the installation, site modifications, a bench and a picnic table

to recognize the gift from Mahlon B. Kohler. The process of accepting quotes for the dock installation has begun. The remaining funds will be used to provide ADA access from the parking lot area. The dock will be located on the south side of the lake near the jetties.

John Sehi, 1621 Koenigstein Ave, said the dock placement will be a great location.

Councilmember Hildebrand declared a conflict of interest and abstained from the vote.

Roll call: Ayes: Granquist, Arens, Webb, McCarthy, Murren, Snorton, Clausen. Nays: None. Absent: None. Abstaining: Hildebrand. Motion approved.

There being no further business, the Mayor declared the meeting adjourned at 6:47 p.m.

Josh Moenning
Mayor

ATTEST:

Brianna Duerst
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 Tuesday, February 20, 2024, 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.

Brianna Duerst
City Clerk

(S E A L)