

**Official
City Council Minutes
City of Wood River, Nebraska
Regular Meeting
November 20, 2022**

Pursuant to due call and notice thereof, a Regular Meeting of the City Council of the City of Wood River, Nebraska was conducted in the Council Chambers of City Hall, 108 W. 10th St, on November 20, 2022. Notice of the time and place of the meeting was given in advance thereof by publicized notice on November 14, 2022 in the Clipper and the Grand Island Independent. An agenda for the meeting, was kept continuously current, and was made available for public inspection on the City's website (woodriverne.com).

Mayor Greg Cramer called the meeting to order at 7:00 p.m.

Council Present: Rotter, Nielsen, Garcia, Rennau, Moore, and Thompson.

City Officials Present: Ashley Manning, City Clerk; Christina Wemhoff, Treasurer.

Public Present: Celeste & Kevin Penner, Dewey Heminger, Mary Ann Lilley, Elizabeth & Matt Troyer-Miller, Gary Bohnart, Veronica Kaufman, Alicia Jonak, Officer M. Mohr – Humane Society.

The Mayor led the Council Members and audience in the Pledge of Allegiance.

Mayor Cramer advised the public body of the Open Meetings Act that is posted in the meeting room and entry hall.

Items on the consent agenda for approval were:

November 6, 2022, Regular Meeting Minutes.

Disbursements reviewed this month by: **Rennau & Thompson**

Disbursements totaling: **\$19,802.15**

Checks not on list: **\$108,276.25**

Sales Tax Paid: **\$9,865.02**

Payroll: **\$27,865.83**

Payroll Tax: **\$5,404.46**

Retirement: **\$3,032.72**

Nielsen made the motion to approve items on the consent agenda as presented. Motion seconded by **Rotter**. Motion carried 6/0.

Mary Ann Lilley was present to discuss the stray cat problem in Wood River. She thanked Council for what they have done so far, the stray population seems to be getting smaller. She spoke of the people in the area that feed stray cats outdoors, those cats hide in the bushes around her apartment complex. Kevin and Celeste Penner were present to explain why they feed the stray cats outdoors. They feed the cats to get close to them. Once they are able, they catch the cats and take them to the vet to vaccinate and spay/neuter them. Once the cats are vet checked, the Penners find homes for them. All of the vet bills are paid by the Penners. So far they have found homes for 15 stray cats. The Penners offered to purchase and spray repellent around the apartment complex bushes and gave Mary Ann their phone numbers to call with any other problems. They would like to continue to feed and capture the stray cats as they are able. Officer Mohr with the Humane Society was present to answer questions and provide solutions to the stray cat problem. He stated that the Humane Society would not take in any feral/stray cats as they are at capacity with cats. The best way to diminish the stray cat population is to capture and spay/neuter them one by one. He said that the Humane Society would be willing to offer Wood River one day per month that residents can bring in cats to be spayed/neutered and vaccinated at a discounted rate.

Nielsen motioned into public hearing at 7:30pm. Purpose of the public hearing was to gain feedback from Wood River residents regarding whether or not chickens should be allowed to be kept within City Limits. Public present that spoke regarding the chickens included Elizabeth Troyer-Miller, Alicia Jonak, Dewey Heminger, Gary Bohnart. Alicia Jonak spoke in favor of backyard chickens, with restrictions. Gary Bohnart spoke against allowing chickens, stating that some residents already don't take proper care of their other pets and feels that allowing chickens will open the door to allowing other animals/fowl such as geese and peacocks. Elizabeth Troyer-Miller spoke in favor of allowing chickens, stating the governing body can regulate and enforce rules regarding keeping chickens and can reassess the situation later if necessary. Dewey Heminger mentioned that the City of Grand Island allows chickens, with restrictions. He thinks that there should be clearly outlined setbacks and neighbors should be asked before residents are allowed chickens. Officer Mohr with the Humane Society was present to answer any questions. Mohr and Drew Graham stated that there should be limits to the number of chickens, no roosters, and setback and enclosure requirements. Council will consider all comments and concerns, no decision was made. Issue will be considered at a future meeting. **Nielsen** motioned out of public hearing at 7:46pm.

Elizabeth Troyer-Miller was present to offer a summary report and recommendations regarding website/app design from the WR Vision 2020 Communications Committee. Committee would like to see an updated website that integrates with a smartphone app and calendar. Veronica Kaufman will do some research, along with other Communication Committee members, and come back to a future meeting with more information on apps and estimated pricing. Veronica would be willing to take on the website workload, hours and pay will be discussed further at another time.

Matt Troyer-Miller was present to ask Council to donate to the Legacy Station fundraiser. Special tax incentives, donor wall levels, etc. were discussed and forms were left to be distributed.

Matt Troyer-Miller, Library Board President, presented Council with the annual review for Veronica Kaufman. The Library Board has been happy with her performance and all the work she's done on various projects. **Rotter** motioned to approve Veronica's annual review moving her to step 2 on the pay scale for a new hourly rate of \$15.66. Motion seconded by **Moore**. Motion carried 6/0.

Mayor Cramer discussed the upcoming vacancy in Ward 1 as Moore steps down. Blanca Rodriguez has agreed to step in, she will come to the next meeting to be sworn in.

Mayor Cramer discussed leasing the garage from WR Vision for food pantry storage. City will pay rent to cover the cost of utilities, payable out of the Senior Center budget. **Rennau** motioned to approve leasing the garage from WR Vision 2020 in the amount of \$100.00 per month for food pantry use/storage. Motion seconded by **Moore**. Motion carried 6/0.

Mayor Cramer discussed purchasing the south half of the old Good Sam building from WR Vision 2020. Still discussing with Vision 2020 about the exact purchase price and how those payments would be structured. Will come back to a future meeting with more information.

Mayor Cramer discussed the purchase of the lots on West/8th St. Closed on November 18th. Trailers are owned by the tenants; lot rent will be paid directly to the City. Long term goal for the lots is to sell to a company to build something, such as a bigger gas station that offers diesel.

Moore motioned to approve payment to Maguire Iron in the total amount of \$100,400.00 for repainting the inside of the water tower. Motion seconded by **Rennau**. Motion carried 6/0.

Moore motioned to approve payment to GSC Unlimited, Inc. (Invoice 3571) in the amount of \$44,355.00 for repainting the pool. Motion seconded by **Nielsen**. Motion carried 6/0.

Rotter motioned to approve quote received from Nebraska Generator Service in the amount of \$2,774.43 for repairs to generators at the Community Center and Lift Station. Motion seconded by **Moore**. Motion carried 6/0.

Garcia motioned to approve contract with South Central Economic Development District to provide grant administration services on project 22-PW-009. Motion seconded by **Moore**. Motion carried 6/0.

Moore motioned to approve payment to CDS Inspections and Beyond (Invoice OOR-A39) in the amount of \$2,238.20 for housing management services. Motion seconded by **Rotter**. Motion carried 6/0.

Thompson motioned to approve payment to CDS Inspections and Beyond (Invoice Lead-13) for lead based paint services in the amount of \$500.00. Motion seconded by **Moore**. Motion carried 6/0.

Moore motioned to approve payment to Eickmeier Construction in the amount of \$16,690.00 for work completed on project HR-16. Motion seconded by **Thompson**. Motion carried 6/0.

Thompson motioned to approve payment to Bates Construction in the amount of \$5,034.00 for work completed on project HR-11. Motion seconded by **Rennau**. Motion carried 6/0.

Thompson motioned to approve draw request #24 in the amount of \$24,462.20 for project #19-TFDR-34089. Motion seconded by **Moore**. Motion carried 6/0.

Rotter motioned to approve payment to SCEDD (Invoice 1466) in the amount of \$3,475.00 for construction management on project #19-DTR-108. Motion seconded by **Thompson**. Motion carried 6/0.

Thompson motioned to approve draw request #19 in the amount of \$3,475.00 for project #19-DTR-108. Motion seconded by **Moore**. Motion carried 6/0.

Christina Wemhoff summarized the Treasurer's Report for the month of October 2022.

Department Remarks:

Manning: Will not be able to attend the December 6th meeting.

Council Remarks:

Nielsen: There is a trailer parked on the street on 13th & East that is hard to see at night. City needs to post the trailer to get it moved.

Rotter: Will not be able to attend the December 6th meeting.

Moore: Thanked Council for the experience as this is her last meeting.

Mayor Remarks:

This year's street repairs should be wrapped up by the end of next week.

Dewey Heminger mentioned that the sidewalk and railing needs repaired at the post office. Cramer will contact the property owner.

As there was no further business to come before this session of the Council, Council member **Nielsen** made the motion to adjourn at 8:50 p.m. Motion seconded by **Thompson**.

You can find agenda request forms and minutes from previous meetings on the city's website at www.woodriverne.com/agendaform.htm. You can preview all ordinances and resolutions at the city office during regular business hours.

Greg Cramer, Mayor

Ashley Manning, City Clerk

12/6/2022

ABBREVIATIONS USED: RP=REPAIRS, SU=SUPPLIES,
 SE=SERVICES, IT=INS/TAXES/RETRM, RE=REIMBURSEMENTS
 UE=UTIL. EXPENSES, DM=DUES/MEMBERSHIPS/FEES, SP=SALARIES
 PAID, ER=ELECTRICAL REBATE, MI=MISCELLANEOUS, OE=OPERATING
 EXPENSES, CD=CD'S PURCHASED

General Fund

CAPITAL BUSINESS	SE	454.86
EAKES	SE	139.35
NEBR GENERATOR	SE	607.81

Sewer Fund

ELECTRIC PUMP	SU	22384.85
---------------	----	----------

Library Fund

DOLLAR GENERAL	SU	5.03
----------------	----	------

Fire Fund

ALL STAR AUTO GLASS	RE	410.78
NATIONWIDE	DM	100.00
GABRIELA RODRIGUEZ	SE	50.00
MARIA RODRIGUEZ	SE	50.00

Park Fund

RICKS FERTILIZING	SE	2223.80
-------------------	----	---------

Electric Fund

USPS	DM	275.00
BORDER STATES	SU	3265.56
CRESCENT ELECTRIC	SU	77.90
CINTAS	SU	426.81
ONE CALL CONCEPTS	SE	12.34
VERIZON	UE	100.04
WAPA	UE	1510.20

Police Fund

HALL CO SHERIFF	SE	7719.23
-----------------	----	---------

Senior Center Fund

STICK CREEK KIDS	SU	1032.00
DENNIS WAGONER	RE	203.75

Pool Fund

CANDI PRICE	RE	100.00
-------------	----	--------

Ambulance Fund

JENIFER MALONEY	SE	1600.00
-----------------	----	---------

Variety Fund

CITY OF WR	UE	7010.84
BLACK HILLS ENERGY	UE	593.86
CARDMEMBER SERVICES	MI	3045.98
CHARTER	UE	83.01
HEARTLAND DISPOSAL	SE	282.41
VILLAGE UNIFORM	SE	193.00

TOTAL DISB. CHECKS	\$	53,958.41
CHECKS NOT ON LIST	\$	172,893.45
TOTAL	\$	226,851.86

REVIEWED BY: _____

COUNCILPERSON _____

Checks not on list

36696 MAGUIRE IRON	\$	100,400.00
36697 GSC UNLIMITED	\$	44,355.00
36698 CDS INSPECTIONS	\$	2,238.20
36699 CDS INSPECTIONS	\$	500.00
36700 EICKMEIER CONSTRUCTION	\$	16,690.00
36701 BATES CONSTRUCTION	\$	5,034.00
36702 SCEDD	\$	3,475.00
36704 USPS	\$	201.25

RICK CONRAD
 SHERIFF OF HALL COUNTY
 City - County Public Safety Center
 111 Public Safety Drive
 Grand Island, NE 68801
 Office 308 -385 -5200
 Fax 308 -385 -5209



JOSH BERLIE
 CHIEF DEPUTY
 "To Serve and Protect
 Since 1859"

December 2, 2022

Ashley Manning
 Wood River City Clerk
 P.O. Box 8
 Wood River, Nebraska 68883

Dear Ashley

The following information is the law enforcement activity conducted by the Hall County Sheriff's Department in Wood River during the month of November, 2022

<u>Patrol Time</u>		<u>Detail Time</u>		<u>C.I.D.</u>	
154.41 Hours		15.92 Hours		3.75 Hours	
911 Hang Up	1	Disturbance	2	Suspicious	1
Animal Problem	1	Harassment	1	Traffic Stop	29
Assault	1	Information	1	Unsecure Premis	1
Assist Medical	3	Juvenile Problem	1	Wanted Person	1
Child Abuse	2	Motorist Assist	2	Warrant	1
Citizen Assist	1	Robbery	1	Welfare Check	2
Civil Dispute	1				

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Rick Conrad

Rick Conrad
 Sheriff of Hall County

RC/jb
 enc.

Number	Time and Date	Nature	Address	Loctn	Dsp
Agency: Hall Co. Sheriff's Office					
L22112045	17:08:29 11/28/22	911 Hang Up	13800 WOOD RIVER RD W;	WOOD	CLO
L22111646	20:12:11 11/22/22	Animal Problem	WOOD RIVER RD W & NEBRASKA	WOOD	CLO
L22112048	17:48:17 11/28/22	Assault		WOOD	CAA
L22111412	12:02:17 11/20/22	Assist Medical		WOOD	CLO
L22111763	03:31:41 11/24/22	Assist Medical		WOOD	CLO
L22111936	22:32:46 11/26/22	Assist Medical		WOOD	CLO
L22110691	09:40:00 11/10/22	Child Abuse		WOOD	UNF
L22112182	13:48:00 11/25/22	Child Abuse		WOOD	ACT
L22111630	16:50:49 11/22/22	Citizen Assist	304 WALNUT ST, Wood River,	WOOD	CLO
L22112042	15:47:03 11/28/22	Civil Dispute	3731 90TH RD S, Wood River	WOOD	ACT
L22110309	18:41:30 11/04/22	Disturbance	1104 HARRISON ST, Wood Riv	WOOD	CLO
L22111411	11:07:03 11/20/22	Disturbance	410 TENTH ST W, Wood River	WOOD	CLO
L22110425	16:00:10 11/06/22	Harassment	1012 LILLEY ST, Wood River	WOOD	CLO
L22111180	16:27:11 11/16/22	Information	106 TWELFTH ST E, Wood Riv	WOOD	CLO
L22111735	20:51:04 11/23/22	Juvenile Prob		WOOD	CLO
L22112139	18:52:13 11/29/22	Motorist Assist	UPRR / 130TH RD S, Wood Ri	WOOD	CLO
L22112174	08:32:49 11/30/22	Motorist Assist	NEBRASKA HIGHWAY 11 S & 14	WOOD	CLO
L22112076	05:17:52 11/29/22	Robbery	108 EIGHTH ST W; CASEYS CO	WOOD	ACT
L22111690	12:00:15 11/23/22	Suspicious	THIRTEENTH ST W & WEST ST,	WOOD	CLO
L22110001	00:08:36 11/01/22	Traffic Stop	US HIGHWAY 30 W & DODD ST,	WOOD	CLO
L22110326	01:24:08 11/05/22	Traffic Stop	US HIGHWAY 30 W & WALNUT S	WOOD	CLO
L22110328	01:42:41 11/05/22	Traffic Stop	US HIGHWAY 30 W & WALNUT S	WOOD	CLO
L22110625	13:31:16 11/09/22	Traffic Stop	US HIGHWAY 30 W & LILLEY S	WOOD	CLO
L22110629	13:51:22 11/09/22	Traffic Stop	140TH ACCESS RD & 140TH RD	WOOD	CAA
L22110632	14:11:18 11/09/22	Traffic Stop	140TH ACCESS RD & 140TH RD	WOOD	CAA
L22110742	16:48:49 11/10/22	Traffic Stop	US HIGHWAY 30 W & PINE ST,	WOOD	CLO
L22110833	23:04:42 11/11/22	Traffic Stop	WEST ST & NINTH ST W, Wood	WOOD	CLO
L22110836	23:26:14 11/11/22	Traffic Stop	US HIGHWAY 30 W & PINE ST,	WOOD	CLO
L22110839	00:08:58 11/12/22	Traffic Stop	US HIGHWAY 30 W & WALNUT S	WOOD	CAA
L22110841	00:29:59 11/12/22	Traffic Stop	US HIGHWAY 30 W & PINE ST,	WOOD	CLO
L22110912	01:47:49 11/13/22	Traffic Stop	US HIGHWAY 30 W & COTTONWO	WOOD	CLO
L22110955	18:29:55 11/13/22	Traffic Stop	COTTONWOOD ST & US HIGHWAY	WOOD	CLO
L22110956	18:48:05 11/13/22	Traffic Stop	US HIGHWAY 30 W & PINE ST,	WOOD	CLO
L22110959	19:33:33 11/13/22	Traffic Stop	COTTONWOOD ST & US HIGHWAY	WOOD	CLO
L22110964	20:57:49 11/13/22	Traffic Stop	US HIGHWAY 30 W & DODD ST,	WOOD	CLO
L22111054	06:54:47 11/15/22	Traffic Stop	140TH RD S & 140TH ACCESS	WOOD	CAA
L22111127	01:19:19 11/16/22	Traffic Stop	US HIGHWAY 30 W & MARSHALL	WOOD	CLO
L22111389	22:50:08 11/19/22	Traffic Stop	US HIGHWAY 30 W & WALNUT S	WOOD	CLO
L22111429	16:17:28 11/20/22	Traffic Stop	US HIGHWAY 30 W & 130TH RD	WOOD	CLO
L22111792	22:45:10 11/24/22	Traffic Stop	US HIGHWAY 30 W & LILLEY S	WOOD	CAA
L22111970	16:23:53 11/27/22	Traffic Stop	US HIGHWAY 30 W & 130TH RD	WOOD	CLO
L22112073	02:38:43 11/29/22	Traffic Stop	1003 LILLEY ST; WOOD RIVER	WOOD	CLO
L22112074	03:16:54 11/29/22	Traffic Stop	US HIGHWAY 30 W & MAIN ST,	WOOD	CLO
L22112077	05:41:33 11/29/22	Traffic Stop	COTTONWOOD ST & ELEVENTH S	WOOD	CLO
L22112154	22:30:18 11/29/22	Traffic Stop	US HIGHWAY 30 W & WALNUT S	WOOD	CAA
L22112161	23:28:58 11/29/22	Traffic Stop	US HIGHWAY 30 W & WALNUT S	WOOD	CLO
L22112240	23:09:48 11/30/22	Traffic Stop	US HIGHWAY 30 W & COTTONWO	WOOD	CLO
L22112243	23:31:41 11/30/22	Traffic Stop	US HIGHWAY 30 W & WALNUT S	WOOD	CLO
L22111114	19:00:23 11/15/22	Unsecure Premis	104 THIRTEENTH ST E, Wood	WOOD	CLO
L22110305	17:57:27 11/04/22	Wanted Person	1104 HARRISON ST, Wood Riv	WOOD	CAA
L22110082	08:04:46 11/02/22	Warrant	411 EIGHTH ST W, Wood Rive	WOOD	CLO
L22110496	13:17:02 11/07/22	Welfare Check		WOOD	CLO
L22111963	13:32:33 11/27/22	Welfare Check		WOOD	CLO

12/01/22
15:22

Hall County Sheriff's Office
Law Incident Summary Report, by Nature

1013
Page: 2

Number	Time and Date	Nature	Address	Loctn	Dsp
--------	---------------	--------	---------	-------	-----

Total Incidents for This Agency: 53

Total Incidents for This Report: 53

Report Includes:

- All dates between `00:00:00 11/01/22` and `23:59:59 11/30/22`
- All agencies matching `HCSO`
- All officers
- All dispositions
- All natures
- All locations matching `WOOD`
- All cities
- All clearance codes
- All observed offenses
- All reported offenses
- All offense codes
- All circumstance codes

*** End of Report /tmp/rptA8gFil-rplwisr.r4_4 ***



1413 Main Street
P.O. Box 337
Wood River, NE 68883
Office Phone: 308-583-2405

Fax: 308-583-2405
TTY: 1-800-833-7352
Voice: 1-800-833-0920
Cell: 308-390-4151

Wood River Housing Authority

11-22-2022

Mayor Cramer and City Council members
Wood River, NE 68883

REGARDING: Board Commissioner

Pam Kjar had served on our board since October of 2012. She recently moved to Grand Island thus we had a vacancy on our Board of Commissioners.

Through conversation with Mayor Cramer and our Board of Commissioners we have talked with Phyllis Barker and she has agreed to take over the term of Pam Kjar.

Sincerely,

Peggy Krause
Executive Director

2023 "SNOWBALL" Conference

Sponsored by NWEA/NWOD and the
League of Nebraska Municipalities-Utilities Section

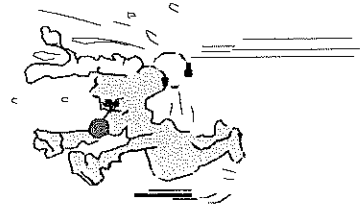
Location: Holiday Inn, 110 2nd Ave., Kearney, NE

Date: January 25-26, 2023

Registration: 7:30 - 8:30 a.m. on January 25, 2023

Participant:

Registration fee (includes lunch and breakfast)
Members (NWEA/NWOD or Utilities Section) **\$115**
Non-Members **\$155**



Vendor:

Please see back of this page for Exhibitor Registration

Topics include: Collection and Treatment Systems, Operation/Maintenance Practices, Biosolids Land Applications, Facility Upgrade Projects, Engineering Projects, Infrastructure Improvements, Regulatory Updates, Safety and much more.

For sleeping room reservations, call 1-308-237-5971 or 855-444-5769 option "0" and tell them you are attending the *Snowball Conference* to receive the special rate of \$115.95. This room rate will be guaranteed only up to December 28, 2022.

PLEASE PRE-REGISTER USING THE FORM BELOW!

2023 "SNOWBALL" Conference
January 25-26, 2023

Municipality/Organization _____

Name(s) _____

Registration: \$115 for members; \$155 for non-members
of participants _____ check # _____ (Payable to Utilities Section) for \$ _____ enclosed

Bill me later at this address _____

Email _____ Phone _____

Send registration and payment to:
Utilities Section, League of Nebraska Municipalities
1335 L Street, Lincoln, NE 68508
or call: (402) 476-2829
or fax: (402) 476-7052
or email: info@lonm.org



November 29, 2022

Greg Cramer
Mayor, Wood River
108 W 10th Street
PO Box 8
Wood River, NE 68883

RE: Wood River Advance Assistance Project (Drainage Improvements)
Progress Report for the Period ending October 31, 2022
FHU Project Number 119362-05
Submitted with Invoice Number **35519**

Dear Greg:

This report for the above referenced project describes progress made in the past period, any deliverables submitted, the status of the budget and schedule, and estimates progress to be made in the upcoming period. To help with the quarterly reporting and grant reimbursement requests, I am including a budget summary for each grant task, along with project management cost summary and detail as requested by NEMA. Also included is Invoice No. 35519 in the amount of **\$17,150.81** with a total billed-to-date amount of **\$110,655.35** which represents approximately 20% of the original contract amount.

Progress This Period

Progress this period included continued work on the detailed design plan for Project Locations 1, 2, and 3. Project Location 1 work includes improvements to the Dodd St. ditch and additional box culvert conveyance across US Highway 30 near the viaduct. At Location 3, Pine Street, design work continued on the improved flumes on both sides of 11th Street, the 8 ft. x 3 ft. box culvert conveying flow from those flumes to the north Highway 30 ditch near Dollar General, and the flow downstream in that ditch. This location also includes work on the Pine St. ditch to improve its efficiency. Project Location 2 work along the south side of Highway 30 involved ditch design, retaining wall layout, and additional culvert conveyance for the drives accessing the car dealership.

Coordination with W Design and Associates continues as they progress on design of Project Location 4 (ditch improvements and increased conveyance south of the railroad and west of Elm St.) and Location 5 (improvement of the south Wood River Road ditch to S. 130th Rd.). We hold weekly coordination meetings between W Design and Associates and FHU.

A field visit was made to the project on 10/12/2022 to assess changes in conditions and confirm plan details.

The Environmental team set up and completed the field delineation of wetlands to begin impacts assessment, and coordination has begun for historic properties investigation.

Project management tasks included coordination with Ashley Manning and NEMA on tracking grant costs and developing the process for reporting Management Costs for reimbursement.

November 29, 2022
City of Wood River
Advance Assistance Project (Drainage Improvements)
Page 2

Deliverables This Pay Period

N/A

Meetings

N/A

Anticipated Progress in the Next Period

We will continue pushing on design and plans for the drainage improvement locations as well as other deliverables under the grant. I hope to have preliminary plans for you to review in December. I expect continued progress on the Environmental requirements for the project and also hope to begin the HMGP Grant application.

Budget and Schedule Status

As noted above, at the end of this period we are 20% through the budget for the work on the Advance Assistance (Drainage Improvements) project. I will continue to work with Ashley to provide assistance on the submittal documentation for reimbursement from NEMA.

As you know, we are grateful for the opportunity to work with you, and we look forward to Wood River having these drainage improvements constructed and functioning. If you have any questions regarding this progress report, please feel free to contact me at 402-438-7530 or jodi.kocher@fhueng.com.

Sincerely,

FELSBURG HOLT & ULLEVIG



Jodi E. Kocher, PE
Sr. Water Resources Engineer
Enclosures



Please Remit to:
 Dept 1539, PO Box 30106
 Salt Lake City, UT 84130-0106
 phone: 303.721.1440
 email: accounting@fhueng.com

INVOICE

Ashley Manning
 City Clerk
 City of Wood River
 108 W 10th Street
 PO Box 8
 Wood River, NE 68883

November 22, 2022
 Project No: 119362-05
 Invoice No: 35519

Project 119362-05 Wood River Advanced Assistance Project (Drainage Improvements)

Professional Services for the Period: October 1, 2022 to October 31, 2022

Phase 02 Preliminary & Final Engineering & Design

Professional Personnel

	Hours	Rate	Amount	
Sr Engineer				
Kocher, Jodi	15.50	195.00	3,022.50	
Engineer IV				
Hock, Kevin	2.50	155.00	387.50	
Engineer II				
DeFusco, Rebekah	78.75	115.00	9,056.25	
Labor	96.75		12,466.25	
Total Labor				12,466.25
				Phase Sub-Total
				\$12,466.25

Phase 06 Environmental/Historic Survey/Consult/Document

Professional Personnel

	Hours	Rate	Amount	
Sr Env Scientist/Planner				
Sambol, Allison	8.75	190.00	1,662.50	
Env Scientist/Planner IV				
Behmer, Adam	11.50	155.00	1,782.50	
Labor	20.25		3,445.00	
Total Labor				3,445.00
				Phase Sub-Total
				\$3,445.00

Phase 08 Project Management

Professional Personnel

	Hours	Rate	Amount	
Sr Engineer				
Kocher, Jodi	4.75	195.00	926.25	
Sr Env Scientist/Planner				
Richardson, Carin	.25	190.00	47.50	
Labor	5.00		973.75	
Total Labor				973.75
				Phase Sub-Total
				\$973.75

Phase ODC Direct Expenses

City of Wood River, Nebraska

PROCUREMENT PROCEDURES AND CODE OF CONDUCT

The City of Wood River Nebraska will in all cases of procurement for professional services, construction services and materials needed for Community Development Block Grant (CDBG) Programs adhere to Code of Federal Regulation 2 C.F.R. Section 200.320 or current state statutes; in all cases the stricter shall apply. City/Village/County is responsible for understanding and complying with federal or state requirements located within the original source. The following procedures summarize said laws and regulations.

A. Procurement shall be made by one of the following methods:

- 1) **Micro Purchase Procedures [2 C.F.R. Section 200.320 (a)(1)]** – This method will generally be used to obtain very small quantities of supplies. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see 2 C.F.R. Section 200.1), currently set at \$10,000 except as otherwise discussed in the regulation set at 48 C.F.R. part 2, subpart 2.1. To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.
- 2) **Small Purchase Procedures [2 C.F.R. Section 200.320 (a)(2)]** – This method will generally be used to obtain small quantities of supplies. Procurement by small purchase is the acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold (see 2 C.F.R. Section 200.1) currently set at \$250,000, except as otherwise discussed in the regulation set at 48 C.F.R. part 2, subpart 2.1. If small purchase procedures are used, price or rate quotations shall be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.
- 3) **Sealed Bids [2 C.F.R. Section 200.320 (b)(1)]** - This method will generally be used to obtain contractors for construction projects and for large quantities of goods or materials. Procurement by sealed bids is a procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price.
- 4) **Proposals [2 C.F.R. Section 200.320 (b)(2)]** - **This method will generally be used to obtain professional services.** Procurement by proposal is a procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. This method has two sub-parts—the Request for Proposal and the Request for Qualifications.

Request for Proposals – Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical. The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections. Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered.

Request for Qualifications - The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of architectural/engineering professional services. It cannot be used to purchase other types of services through architectural/engineering firms that are a potential source to perform the proposed effort.

- 5) **Non-Competitive Procurement [2 C.F.R. Section 200.320 (c)]** – This method will only be used after approval from the Department of Economic Development. When requesting permission to use this method, the non-Federal entity will have to show that another method of procurement was not feasible because: it is the acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold, the item or service is only available from a single source; a public exigency or emergency for the requirement will not permit a delay from publicizing a competitive solicitation; or after a solicitation of a number of sources, competition is determined to be inadequate.
- B. The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals [2 C.F.R. Section 200.324(a)]. The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used [2 C.F.R. Section 200.324(d)].
- C. The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement; selection of contract type; contractor selection or rejection; and the basis for the cost or price [2 C.F.R. Section 200.318(i)].
- D. The following contract provisions or conditions shall be included in all procurement contracts and subcontracts:
- General Administrative Provisions
- Effective date of the contract.
 - Names and addresses of the firm and the non-Federal entity.
 - Citation of the authority of the non-Federal entity under which the contract is entered into and the source of the funds.
 - Conditions and terms under which the contract may be terminated by either party for cause and for convenience and remedies for violation/breach of contract.

- Procedures for amending or revising the contract.
- Names of representatives of the non-Federal entity and contractor who will act as a liaison for administration of the contract.
- A clause prohibiting a transfer of any interest in the contract by the contractor.
- Provisions requiring the contractor to maintain records and furnish reports.

Scope of Services

- Detailed description of the extent and character of the work to be performed.
- Time for performance and completion of contract services, including project milestones, if any.
- Specification of materials or other services to be provided (i.e. maps, reports, etc.)

Method of Compensation

- Provisions for compensation for services including fee and or payment schedules and specification of maximum amount payable under the contract.

Federal Standard Provisions

- Compliance with Executive Order 11246, as amended (Required for service contractors only if the contractor has 50 or more employees and the contract is for more than \$50,000)
- Title VI of the Civil Rights Act of 1964 clause
- Section 109 of the Housing and Community Development Act of 1974 clause
- Section 3 of the Housing and Urban Development Act of 1968
- Access to Records/Maintenance of Records clause
- Age Discrimination Act of 1975, as amended
- Section 504 of the Rehabilitation Act of 1973, as amended
- Conflict of Interest 2 CFR §200.318
- When required, all construction contracts exceeding \$2,000 shall include provisions for compliance with the Davis-Bacon Act (DBA), the Contract Work Hours and Safety Standards Act (CWHSSA), The Copeland Act (Anti-Kickback Act) clause, and the Fair Labor Standards Act (FLSA) clause.

This Code of Conduct shall govern the performance of the elected or appointed officials or member of any board or commission employees or agents of the City of Wood River engaged in the award and administration of contracts supported by Federal funds under the Community Development Block Grant.

- I. The provisions and requirements of the *Conflicts of Interest, at subpart (d)* of the Nebraska Political Accountability and Disclosure Act [such subpart (d) encompassing Sections 49-1493 through 49-14,104 of the Nebraska Revised Statutes], are incorporated in this Code of Conduct by this reference. The provisions and requirements of 2 C.F.R. Section 200.112 are also incorporated in this Code of Conduct by this reference. The requirements of these Nebraska state statutes and federal regulations will be adhered to, and in the event of a conflict in the requirements of any of such state and federal requirements, the stricter of any conflicting provisions will be adhered to.
- II. No employee, officer, or agent of the municipality may participate in the selection, or in the award or administration of a contract supported by Federal funds if he or she has a real or apparent conflict of interest. Such a conflict would arise when the employee, officer, or agent; any member of his or her immediate family; his or her partner; or an organization which employs or is about to employ any of the above, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract [2 C.F.R Section 200.318(c)(1)].
- III. The officers, employees, and agents may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to subcontracts [2 C.F.R Section 200.318(c)(1)].
- IV. Violations of this Code of Conduct will invoke penalties and sanctions consistent with applicable Federal and State laws.

Approved and Adopted this _____ day of _____, 2022.

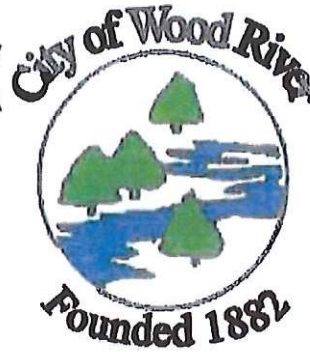
Mayor

City Clerk



108 W. 10th Street
PO Box 8
Wood River, NE 68883

November 22, 2022



Phone: 308-583-2066
Fax: 308-583-2316
clerkcwr@gmail.com

Nebr. Dept. of Economic Development
245 Fallbrook Blvd, Suite #002
Lincoln, NE 68521

RE: Fair Housing Actions to be Taken
CDBG #22-PW-009 – Senior Center Project

Aaron:

The City of Wood River will undertake the following action in response to Fair Housing for the referenced project:

- The City will place fair housing brochures in the twelve (12) highest traffic business/service locations within Wood River. In doing so, the actions will make fair housing information available to the highest number of citizens.

The City seeks to build on previous fair housing actions with this step.

Sincerely,

Greg Cramer, Mayor

If

