

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



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

#### REGULAR CITY COUNCIL MEETING **AGENDA**

2023 March 7

TIME: 7:00 PM

BILL READERS: RENNAU & ROTTER PUBLIC NOTICE: (FOLLOWING PAGES)

#### CALL TO ORDER: I.

OATH OF OFFICE:

Ward 1: Dakota Klingsporn

#### II. ROLL CALL:

#### III. RECITE THE PLEDGE OF ALLEGIANCE:

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.

#### IV. CITY COUNCIL OF WOOD RIVER DECLARATION OF OPEN MEETINGS ACT:

The City of Wood River abides by the open meetings act in conducting business. A copy of the open meetings act is displayed around the board room and in the hall as required by state law. The City Council may vote to go into closed session on any agenda item as allowed by state law.

#### V. CITIZENS WITH BUSINESS NOT SCHEDULED ON THE AGENDA.

(Comments may have a limitation of 15 minutes per topic. The purpose of the public comment is for the presentation of an item to the City Council that is not on the agenda) (As required by State Law, no matter may be considered under this item unless Council determines that the matter requires emergency action.)

#### VI. CONSENT AGENDA:

(All items listed under consent agenda, are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a council member or citizen requests it, in which case the item will be removed and will be considered after completion of the consent agenda.)

VI. Regular Meeting Minutes: February 21, 2023.

VI. Disbursements \$43,222.07

Pages 1-2



VI. Checks not on the list \$17,536.33

#### VI. Automatic payments

- 1. Sunlife Financial \$169.52
- 2. Blue Cross Blue Shield \$5,447.37
- 3. Lincoln Financial Group \$447.91
- 4. Redwing Software \$15.00
- 5. Ameritas \$49.00
- 6. Zero Fee \$29.99

#### VII. INTRODUCTION OF ORDINANCES AND RESOLUTIONS

**RESOLUTION 2023-187** REQUEST FOR THE SOUTH CENTRAL ECONOMIC DEVELOPMENT DISTRICT, INC. TO ASSIST WITH A NAHTF APPLICATION FOR A RENTAL REHABILITATION CONVERSION

Page 4

VIII. UNFINISHED OR NEW BUSINESS, COMMUNICATIONS AND ACTION ITEMS (City Council may vote to go into CLOSED SESSION on any agenda item as allowed by State Law.)

1. SHERIFF'S report for the month of February 2023.

Pages 5-7

2. MAYOR CRAMER discuss/approve new corporate manager application for Casey's liquor license.

Page 8

3. MAYOR CRAMER discuss/approve payment to Felsburg Holt Ullevig (Invoice 36400) Pages 9-10 in the mount of \$77,882.50 for Advance Assistance project work.

4. BRENT GASCHO discuss/approve payment to Myers Heating and Air in the amount of \$155.00 for issue at Colby Hayes property – 1012 East St.	Page 11
5. ERIC NIELSEN discuss/approve revised employee handbook.	Handout
IX. COUNCIL REMARKS:	
X. MAYOR'S REMARKS:	
XI. DEPARTMENTS REMARKS:	

### XII. ATTORNEY REMARKS

XIII. NEXT REGULAR MEE	TINGS SCHEDULES ARE AS	FOLLOWS:
March 21	April 4	April 18

#### Official City Council Minutes City of Wood River, Nebraska Regular Meeting February 21, 2023

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 February 21, 2023. Notice of the time and place of the meeting was given in advance thereof by publicized notice on February 15, 2023 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: Nielsen, Rennau, Rodriguez, and Thompson. Rotter absent.

City Officials Present: Ashley Manning, City Clerk; Christina Wemhoff, Treasurer; Brent Gascho, Utilities Superintendent

Public Present: Sara Arnett; Neal Niedfelt; Same Reinke

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: January 17, 2023 and February 7, 2023, Regular Meeting Minutes. Disbursements reviewed this month by: Thompson & Rennau Disbursements totaling: \$22,848.50

Checks not on list: \$86,730.21 Sales Tax Paid: \$7,196.66 Payroll: \$38,387.97

Payroll Tax: \$8,041.90 Retirement: \$3,969.62

\*\*\*Wedding Reception 6/24/23 4:00pm - 1:00am\*\*\*

Balz Inc. 3421 West State St Grand Island, NE

Babels Barn 510 W Old Military Rd Wood River, NE

Nielsen made the motion to approve items on the consent agenda as presented. Motion seconded by Rennau. Motion carried 4/0. Rotter absent.

Sara Arnett was present to explain the RBDG revolving loan grant, asking the City to apply for the grant. The maximum amount that can be applied for is \$99,900. Funding would be used as a revolving loan to new and expanding businesses in town as well as training. A committee would oversee the application processes and recommend applicants and interest rates to Council for final approval. Nielsen motioned to approve moving forward with the City applying for the Rural Business Development Grant. Motion seconded by Rodriguez. Motion carried 4/0. Rotter absent.

Nielsen motioned to introduce Resolution 2023-186 authorizing application for rural business development grant in the amount of \$99,900. Motion seconded by Rennau. Motion carried 4/0. Rotter absent.

Sam Reinke and Neal Niedfelt were present to summarize the SPPD annual report stating that wholesale rates are increasing about 7/10 and the PCA incentive has decreased by about \$40,000. They also spoke of the many rebate/incentive programs that are offered through SPPD that all of Wood River's electric customers are able to apply for.

Ashley Manning explained that the City's fire alarm panel requires 2 land lines. When the City switched to internet based phone service, one of the land lines connected to the panel was disconnected. Nebraska Safety and Fire came out to provide a quote to install IP/Cell Communicator so that the City wouldn't need to reconnect an additional landline. Rodriguez motioned to approve the quote from Nebraska Safety and Fire in the amount of \$1,935.00 for installation of IP/Cell Communicator. Motion seconded by Nielsen. Motion carried 4/0. Rotter absent.

Council discussed the proposed employee handbook. Some changes were proposed by Council regarding sick time, part time holiday pay, and the options regarding paying out unused time carned vs accrued. The committee will meet on Monday to make the changes and present an updated version at the next council meeting.

Mayor Cramer stated that he received two letters of interest for the vacant Ward 1 Council seat, term ending 2024. After some discussion, Rennau motioned to approve appointing Dakota Klingsporn to the vacant Ward 1 seat. Motion seconded by Thompson. Motion carried 4/0. Rotter absent.

Nielsen motioned to approve reimbursement for façade improvements on WRDTR-03 in the amount of \$12,814.12. Motion seconded by Thompson. Motion carried 4/0. Rotter absent.

Rennau motioned to approve draw request #20 in the amount of \$12,814.12 for project #19-DTR-108. Motion seconded by **Thompson**. Motion carried 4/0. **Rotter** absent.

Rodriguez motioned to approve payment to CDS Inspections (Invoice OOR-A41) for housing management services in the amount of \$1,300.00. Motion seconded by Thompson. Motion carried 4/0. Rotter absent.

Thompson motioned to approve payment to SCEDD (Invoice 1511) for grant administration in the amount of \$3,200.00. Motion seconded by Rennau. Motion carried 4/0. Rotter absent.

Thompson motioned to approve draw request #26 in the amount of \$4,500.00 for project #19-TFDR-34089. Motion seconded by Rodriguez. Motion carried 4/0. Rotter absent.

Nielsen motioned to approve the quotes received from ABC Seamless for the pool house, pump house, and ball field announcers stand damages sustained during the summer hail storm in the total amount of \$181,280.00. Motion seconded by Rennau. Motion carried 4/0. Rotter absent.

Christina Wemhoff summarized the Treasurer's Report for the month of January 2023.

#### Department Remarks:

None.

#### Council Remarks:

Thompson: Ball park lights – asked Brent if he had contacted Ensley Electric yet, he has not. Need to put together a committee to go over the City's equipment and get a list of what equipment needs replaced/repaired.

Nielsen: asked that the treasurer's report be uploaded to the website as a supplement to the agenda each month.

#### Mayor Remarks:

None.

As there was no further business to come before this session of the Council, Council member **Thompson** made the motion to adjourn at 8:19 p.m. Motion seconded by **Rennau**.

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

Greg Cramer, Mayor
Ashley Manning, City Clerk

3/7/2023

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

**CLAIMS** 

EXPENSES, CD=CD'S PURCHAS	ED	
General Fund		
CLIPPER	SE	29.01
NEBR SAFETY FIRE	SE	135.00
CAPITAL BUS SYSTEMS	SE	454.86
BORDER STATES	RP	717.14
Street Fund		
FASTENAL	SU	108.12
Sewer Fund		
KELLY SUPPLY	SE	130.95
Fire Fund		
TRAUSCH DYNAMICS	SU	331.55
NATIONWIDE	IT	100.00
Electric Fund		
HANSEN INTL TRUCK	RP	808.88
WESCO	SU	1141.80
WAPA	UE	1846.20
ONE CALL CONCEPTS	SE	11.58
Police Fund		
HALL CO SHERIFF	SE	7719.23
Senior Center Fund		
DENNIS WAGONER	RE	306.54
STICK CREEK KIDS	SU	832.00
Pool Fund		
CHARTER	SE	49.99
CENTRAL DIST HLTH DPT	DM	140.00
ERIC ROSE PLUMBING	RP	4618.19
NEBR DPT ENVIRO ENERGY	DM	40.00
Variety Fund		
VILLAGE UNIFORM	SE	301.68
VERIZON	UE	175.70
MARIA RODRIGUEZ	SE	330.00
GABRIELA RODRIGUEZ	SE	330.00
PRESTO-X	SE	176.28
BTS COMM	UE	2477.35
BLACK HILLS ENERGY	UE	1025.68
GREAT PLAINS COMM	UE	538.65
LOOP	SE	3750.00
DOLLAR GENERAL	SU	47.00
CARDMEMBER SERVICES	MI	6465.42
HEARTLAND DISPOSAL	SE	264.13
WILLIS REPAIR	MI	256.53
CITY OF WR	UE	7462.61
FIVE POINTS BANK	IT	100.00

REVIEWED BY:

COUNCILPERSON

TOTAL DISB. \$ 43,222.07 CHECKS NOT ON LIST \$ 17,536.33 \$ 60,758.40

Checks not on list

36930 GREG CRAMER	12814.12
36931 CDS INSPECTIONS	1300.00
36932 SCEDD	3200.00
36933 USPS	222.21

#### **RESOLUTION 2023-187**

# REQUEST FOR THE SOUTH CENTRAL ECONOMIC DEVELOPMENT DISTRICT, INC. TO ASSIST WITH A NAHTF APPLICATION FOR A RENTAL REHABILITATION CONVERSION

WHEREAS, Wood River is within a member county of the South Central Economic Development District, Inc. (SCEDD); and

WHEREAS, the City of Wood River would be the eligible Applicant for a Nebraska Affordable Housing Trust Fund (NAHTF) under the Rental Rehabilitation – Conversion Category; and

WHEREAS, the City of Wood River desires to have grant application assistance for this NAHTF conducted by SCEDD in partnership with the Developer; and

WHEREAS, SCEDD provides this service for no fee to member counties of the South Central Economic Development District, Inc.

WHEREAS, the City of Wood River agrees to provide a local point of contact to work with SCEDD in the fulfillment of said services;

WHEREAS, the City of Wood River agrees to accept full responsibility for following all grant guidelines and fulfilling all grant requirements serving as the 'pass-through' agent for all expenses and reimbursements with the Developer and the Department of Economic Development in the event the funds are awarded;

NOW THEREFORE, BE IT RESOLVED, that the City of Wood River requests and authorizes SCEDD to provide grant application assistance for this Nebraska Affordable Housing Trust Fund opportunity.

PASSED THIS	DAY OF, 2023.	
	Mayor	
Attest:	, o	
City Clerk		

Hall County Sheriff's Office 03/01/23 11:17 Law Incident Summary Report, by Nature Page: 1

1013

Number	Time and I	Date	Nature	Address	Loctn	Dsp
Agency: H:	all Co. She					
			911 Hang Up	407 ELEVENTH ST E, Wood Ri	WOOD	CLO
			Agency Assist	904 COTTONWOOD ST, Wood Ri		CLO
	12:38:19			1514 MARSHALL ST, Wood Riv		CLO
			Animal Abuse	610 TWELFTH ST E; PACKERS	WOOD	CLO
	17:21:49 (			ŕ	WOOD	EJR
			Assault Domesti		WOOD	EAR
			Assist Medical		WOOD	CLO
			Assist Medical		WOOD	CLO
			Assist Medical		WOOD	CLO
L23021565	05:04:14	02/22/23	Assist Medical		WOOD	CLO
L23021375	09:35:54	02/19/23	Citizen Assist	1102 MARSHALL ST, Wood Riv	WOOD	CLO
L23021646	10:01:40	02/23/23	Civil Dispute	110 NINTH ST E; HERITAGE B	WOOD	CLO
L23020909	08:44:14 (	02/12/23	Civil Forfeitur		WOOD	CLO
L23021348	22:20:27 (	02/18/23	Fail To Pay	306 EAST ST, Wood River, N	MOOD	CLO
L23020021	09:14:48 (	02/01/23	Fraud	108 EIGHTH ST W; CASEYS CO	WOOD	EAR
L23021895	12:41:35 (	02/27/23	Fraud	308 ELEVENTH ST E, Wood Ri		CLO
			Illegal Dump	210 GREEN ST E, Wood River		CLO
				US HIGHWAY 30 W & COTTONWO		CLO
	07:03:19 (			108 EIGHTH ST W, Wood Rive		INA
				US HIGHWAY 30 W & COTTONWO		CLO
			Traffic Stop	THIRTEENTH ST E & EAST ST,		CLO
			Traffic Stop	WALNUT ST & US HIGHWAY 30	WOOD	CLO
			Traffic Stop	US HIGHWAY 30 W & COTTONWO		CLO
			Traffic Stop	US HIGHWAY 30 W & MAIN ST,	MOOD	CAA
			Traffic Stop	130TH RD S & SCHULTZ RD W,	WOOD	CAA
			Traffic Stop	US HIGHWAY 30 W & PINE ST,	WOOD	CLO
			Traffic Stop	WALNUT ST & US HIGHWAY 30	WOOD	CLO
			Traffic Stop	WALNUT ST & US HIGHWAY 30	MOOD	CLO
			Traffic Stop	WALNUT ST & US HIGHWAY 30	WOOD	CLO
			Traffic Stop	140TH RD S & 140TH RD S, W		CAA
			Traffic Stop	US HIGHWAY 30 W & PINE ST,	MOOD	CLO
			Traffic Stop	COTTONWOOD ST & US HIGHWAY US HIGHWAY 30 W & WALNUT S	WOOD	CAA CLO
			Traffic Stop Traffic Stop	WALNUT ST & US HIGHWAY 30	WOOD	CLO
			Traffic Stop	WALNUT ST & US HIGHWAY 30	WOOD	CLO
			Traffic Stop	US HIGHWAY 30 W & MAIN ST,		CLO
			Traffic Stop	US HIGHWAY 30 W & COTTONWO		CLO
	16:18:43		· · · · · · · · · · · · · · · · · · ·	1104 HARRISON ST, Wood Riv		CLO
	10:16:28			1104 HARRISON ST, Wood Riv		CLO
	13:29:17 (			211 TENTH ST E, Wood River		CLO
			Welfare Check	ZZZ IMMIN DI D, WOOG KIVEI	WOOD	CLO
	Incidents					J()
IULai	THOTACHES	TOT TITE	ridench. 41			

Total Incidents for This Report: 41

Report Includes:

All dates between `00:00:00 02/01/23` and `23:59:59 02/28/23`

All agencies matching `HCSO`

All officers

All dispositions

All natures

All locations matching `WOOD`

All cities

03/01/23 Hall County Sheriff's Office 1013 11:17 Law Incident Summary Report, by Nature Page: 2

All clearance codes

All observed offenses

All reported offenses

All offense codes

All circumstance codes

\*\*\* End of Report /tmp/rpthtTft4-rplwisr.r4\_4 \*\*\*

#### 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"

March 1, 2023

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 February, 2023.

Patrol Time 147.25 Hours		<u>Detail Time</u> 24.10 Hours		<u>C.I.D.</u> 0.00 Hours	
911 Hang Up	1	Citizen Assist	1	Motorist Assist	1
Agency Assist	1	Civil Dispute	1	Theft	1
Alarm	1	Civil Forfeitur	1	Traffic Offense	1
Animal Abuse	1	Fail to Pay	1	Traffic Stop	17
Assault	1	Fraud	2	Warrant	3
Assault Domestic	1	Illegal Dump	1	Welfare Check	1
Assist Medical	4				

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.





#### NEBRASKA LIQUOR CONTROL COMMISSION

Hobert B. Rupe Executive Director 301 Centennial Mall South P.O. Box 95046 P.O. Box 95046 Lincoln, Nebraska, 68509-5046 Phone (402) 471-2571 Fax (402) 471-2814 or (402) 471-2374 TRS USER 800-833-7352 (TTY) Web Address https://www.lcc.nebraska.gov

Today's Date:	February 21, 2023					
From:	Rebecca Roberts (rebecca.roberts@nebraska.gov)					
То:	Wood River City Clerk					
	py of a new corporate manager application submitted to the Nebraska mission. Please complete the following information below to indicate on.					
Licensee Name:	Casey's Retail Company					
Trade Name (DBA):	Casey's 2606					
License Number:	D-124317					
Manager Name:	Sieck, Christopher C					
Due Date:	April 07, 2023					
APPROVED						
NO LOCAL RECOMMENDATION						
DENIE	ED					
COMMENTS: (YOU	MAY ATTACH MINUTES AND/OR ADDITIONAL NOTES)					
	·					
Clerk's Name:	Date:					

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Kim Lowe Commissioner

**Harry Hoch** Commissioner

**Bruce Bailey** 



February 28, 2023

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 January 31, 2023

FHU Project Number 119362-05

Submitted with Invoice Number 36400

#### 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. 36400 in the amount of \$77,882.50 with a total billed-to-date amount of \$305,011.81 which represents approximately 55% of the original contract amount.

#### **Progress This Period**

Progress on the drainage improvement plans for all locations continued this period. Both the FHU design and the W Design Associates plan components progressed to the point of a submittal to you. This included preliminary structural plans for the box culverts within US Hwy. 30 right-of-way. We worked on developing right-of-way details to determine where property rights may need to be acquired and coordinating on utilities.

The Environmental team did a critical habitat and Threatened/Endangered species review and coordinated with NE Game and Parks for that evaluation. They completed the Hazardous materials and wetland delineation reports. The also finished the Environmental Justice documentation. We finalized drafts for the required public involvement material and a public involvement plan, including the fact sheet and letter to stakeholders.

Work also continued on drafting the Hazardous Mitigation Grant application.

Project management tasks included coordination with Ashley and NEMA on grant management, and meeting with NEMA for a monthly progress report.

February 28, 2023 City of Wood River Advance Assistance Project (Drainage Improvements) Page 2

#### Deliverables This Pay Period

Preliminary plans were sent to the City on 1/26/2023.

#### Meetings

Our coordination meetings with W Design and Associates have moved to biweekly or as needed until further development is indicated. I met with the NEMA team on January 19, 2023, for a monthly coordination and progress check in meeting.

#### Anticipated Progress in the Next Period

In the next period I anticipate we will update hydraulic data based on the design, work on defining wetland impacts and right-of-way status. We will be working on computing project quantities to get an estimate for the benefit cost analysis. I will be reaching out to NDOT to coordinate work with them as well. We would like to visit with you to gain feedback on the plans and public involvement materials as well.

#### **Budget and Schedule Status**

As noted above, at the end of this period we are 55% 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** 

Godi Et John

Jodi E. Kocher, PE

Sr. Water Resources Engineer

Enclosures

## MYERS HEA'TING AND A/C, INC.

318 E CAPITAL AVE GRAND ISLAND NE 68801

Phone #

308-382-8153

mjmyers\_2@msn.com

Fax#

308-382-8153

Bill To				
COLBY HAYES				
P O BOX 36				
WOOD RIVER	NE	68883		

## Invoice

Date	Invoice #
2/2/2023	17594

Terms	Due Date
Net 30	3/4/2023

łtem	Description	Amount
Service Equipment	1-18-2023	
	1012 EAST ST WOOD RIVER NE	
	Service call - No Heat	1
	Replaced the transformer and fuse.	
	Checked operation.	
Transformer	#At140B1214	27.00
Fuse	3 AMP	2.00
LABOR		126.00
* THANK YOU *		Total Palamas Due CASS 00

PLEASE PAY FROM INVOICE

**Total Balance Due** 

\$155.00