

CITY OF RANDOLPH
DECEMBER 2, 2020 MEETING MINUTES

The Council convened in open session on Wednesday, December 2, 2020 at 6:30 p.m. at the. Notice was given in advance by publishing in the Randolph Times. Council acknowledged by Receipt of Notice. Present were Mayor Bradley, Council Member(s) Bazata, Kuhl, Backhaus, Biernbaum, and City Attorney Holloway. Staff members present included Police Chief Eller, Utilities Supervisor Lackas, Utilities Employees Dickes and Korth, Deputy Clerk/Deputy Treasurer Rayford, and City Administrator/Clerk/Treasurer Benton.

I. OPENING PROCEDURE

1. Call to Order
2. Announcement of Open Meetings Act

II. ROUTINE BUSINESS

1. Oath of office for Council for newly elected Council Member Biernbaum and re-elected Council Member Kuhl.
2. Election of City Council President. Council Member Biernbaum nominated Kuhl. Council Member Backhaus nominated Bazata. Dennis Bazata elected as Randolph City Council President on a vote tally of: Bazata-3, Kuhl-1.
3. Roll Call

III. PUBLIC HEARINGS

IV. PUBLIC COMMENT

1. Mark Korth shared his concerns about some needed maintenance on Sholes road as well as spoil locations along Sholes Road and the western boundary of the Community Recycling Center (formerly called the dump). City Administrator Benton shared that the City is working with Cedar County officials on a solution that will supplement the USACE Flood Management Section 205 project further reducing flood risk. Korth continued with ideas and for a replacement dump truck; Utilities Supervisor Lackas will determine what the City needs in the replacement dump truck and a Resolution to authorize accepting bids will be presented for approval at the January 6, 2021 Council meeting. Korth closed by asking if it would be possible if a resident, passionate about Randolph, that lives outside City Corporate Limit could serve as a member of the Randolph City Council. Council Member Kuhl and Attorney Holloway confirmed that state statute limits Randolph, NE City Council members to residents within Randolph, NE City Corporate Limit. Kuhl did offer that residents whose address includes Randolph, NE 68771 are eligible to be a member of City Boards: Golf, Library, Park, Planning Commission, and Economic Development Advisory Board (currently one vacancy open).
2. On a separate matter, numerous residents shared their concerns about traffic speeding on streets in Randolph, NE. With Sholes Road Bridge closed for construction, traffic has increased on Kemp & Main St as well as Bridge St. One suggestion for better traffic control was to add one stop sign each at the intersections of Kemp St & Nebraska St, Park St & Main St, and Wayne St & Washington St; turning those intersections into 3 way stops. Another suggestion would be to add bolt down speed bumps at locations to be determined by Chief Eller. Utilities Supervisor Lackas will be gathering bids for the speed bumps to be presented for purchase approval at the January Council meeting.

V. CONSENT AGENDA

Council approved Consent Agenda items 1-9 as presented.

1. Approve minutes of November 4th, 2020 City Council Meeting
2. Adopt annual inter local agreement – Norfolk Building inspection

3. Consideration of approval of the Mayor's reappointment of:
 - o Engineer of Record- JEO
 - o City Street Superintendent- Terry Mead
 - o City Attorney- Keelan Holloway
 - o Ambulance Services for 2021- EMS Billing Services, Inc.
 - o Golf Board- Bill Schmit & Mike Strathman
4. Consideration of approval of the Mayor's appointment of:
5. City Physician- Kelly Ellis
6. Building Inspectors- Inter local agreement for Building Inspection Services with City of Norfolk
7. Economic Development Advisory Board – Crawford, Fye, Linville, Strathman
8. Approve Thun Propane Tank Permit 210 S Main St
9. Review and approve changes to Randolph Summer Youth 2021 Code of Conduct

VI. REGULAR AGENDA

1. Viking Water Tower proposal presentation by Brandon Vanderney
2. Council approved Viking Water Tower maintenance proposal pending legal approval of agreement from City Attorney Holloway.
3. Review and approve Claims- Council approved claims as presented.

CODE -CLAIMS	Nov 5 - Dec 2, 20	TR	Lied Randolph Public Lib Treas 900.00
FE	American Legal Ord Codify \$4,922.50	TE	Lingo Communications \$144.37
HI	Ameritas \$32.61	PP	Love Signs \$675.00
TS	Appeara \$148.63	EN	Midwest Laboratories Inc \$182.00
SU	B's Enterprises Incorporated \$728.00	FE	NDEE- FISCAL SERV \$16,131.63
SG	BACKUS SAND & GRAVEL \$139.15	TX	NEB DEPT OF REV \$6,722.88
IN	Ball Insurance Services \$2,046.24	TX	NEB DEPT OF REV \$1,206.31
PP	BARCO \$513.27	PP	Neb Labor Law Poster Service \$455.50
SE	Bauer Underground \$45,510.00	EN	Nebraska Public Health Lab \$15.00
GA	BERNER'S SERVICE \$456.77	UT	NE PUB POWER DIST \$36,326.38
SE	Billerbeck Construction \$2,500.00	PP	NORFOLK DAILY NEWS \$40.00
UT	Black Hills Energy \$384.91	RM	PAUL'S WELDING \$125.21
SU	Border States Ind Inc. \$1,076.46	DL	R&L Carriers \$145.60
SE	Brian Winkelbauer \$450.00	GA	RANDOLPH FARM SUP \$1,333.43
SE	BRUCE TUNINK BACKHOE \$150.00	SE	SAFETY-KLEEN CORP. \$247.20
SU	Business Card \$875.64	SU	SAM'S HARDWARE HANK \$74.09
UT	CITY OF RANDOLPH \$7,763.38	SU	Stella Jones Corporation \$11,325.00
TE	D C Communications \$9.80	PO	U S Post Office \$192.70
RM	Elite Diesel & Auto Rep \$2,659.13	SU	UECO \$1,107.70
EQ	Garvin's CB Shop \$2,285.00	GA	US 20 LLC \$123.70
LE	Grossenburg Implement \$600.00	UT	US DEPT OF ENERGY \$2,928.29
FE	HireRight, LLC \$250.00	SU	WATTIER TRUE VALUE \$741.81
SU	JIM'S FOOD CENTER \$17.03	SU	WESCO \$3,703.81
SU	LEITING AUTO SUPPLY \$179.05	RM	West-Hodson \$1,128.75

4. Review and approve Randolph Farm Supply Claims. Item tabled, no longer needed as Brad Bargstadt no longer Council Member.
5. Council approved Resolution 2020-20, authorizing the signing of the Year End Certification of the City Street Superintendent form by the Mayor.

RESOLUTION 2020-20

SIGNING OF THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT 2020

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 to the NDOT using the Year-End Certification of City Street Superintendent; and

WHEREAS: The NDOT requires that such certification shall also include a copy of the documentation of the city street superintendents 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 and Class of License (if applicable), and type of appointment, i.e., employed, contract (consultant, or inter local 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 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 by the Mayor or Village Board Chairperson.

6. Resolution 2020-21 Ratification of LARM Election tabled, as City of Randolph did not attend annual LARM Election meeting
7. Council approved Resolution 2020-22 Employee Personnel Manual Changes as modified in discussion.

RESOLUTION NO. 2020-22

A RESOLUTION AMENDING THE EMPLOYEE HANDBOOK OF THE CITY OF RANDOLPH, NEBRASKA.

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF RANDOLPH, NEBRASKA,

WHEREAS, the Mayor and City Council of the City of Randolph, Nebraska ("City"), upon recommendation from the City Administrator, approve the attached revisions to the City Employee Handbook effective December 14, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council that the attached revisions to the current City Employee Handbook be incorporated to the same and amend the City Employee Handbook effective upon December 14, 2020 and the passage and approval of this Resolution.

All Ordinances, Resolutions, and City policies inconsistent herewith are hereby repealed.

PASSED AND APPROVED this 2nd day of December, 2020.

8. Motion by Bazata, seconded by Kuhl to introduce, waive three readings, and adopt Ordinance 708 Small Cell Infrastructure. Council approved

ORDINANCE# 708

AN ORDINANCE OF THE MUNICIPALITY OF RANDOLPH, NEBRASKA ADOPTING A NEW CHAPTER ENTITLED "SMALL WIRELESS FACILITIES REGULATIONS FOR THE RIGHT-OF-WAY" AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, federal laws and regulations that govern local zoning standards and procedures for wireless communication facilities have substantially changed; and

WHEREAS, the Municipality desires to update its local standards and procedures to reasonably regulate wireless communication facilities aesthetics, to protect and promote the Municipality's unique character in a manner consistent with state and federal laws and regulations; and

WHEREAS, the Municipality intends to fully comply with state and federal law; and

WHEREAS, federal laws and regulations, wireless technology and consumer usage have reshaped the environment within which wireless communication facilities are permitted and regulated.

NOW, THEREFORE, BE IT ORDAINED by the governing body of the Municipality of Randolph, Nebraska that the Municipal Code of Randolph shall be amended as follows:

Section 1. Amendment That the Municipal Code is hereby amended by adding the following Chapter entitled "Small Wireless Facilities Regulations for the Right-of-Way".

PASSED, APPROVED, AND ADOPTED by the City Council and the Mayor of the City of Randolph, Cedar County, Nebraska at their regular meeting held on the 2nd day of December, 2020.

9. City of Norfolk Building Inspection Agreement Ordinances. Item 9 tabled for further review of newly adopted 2018 International Property Maintenance Code to verify if additional codes are currently needed for City of Randolph.
 - o Ordinance 710 introduce, waive three readings, and adopt Fuel Gas Code
 - o Ordinance 713 introduce, waive three readings, and adopt Residential Code
 - o Ordinance 714 introduce, waive three readings, and adopt Building Code
 - o Ordinance 715 introduce, waive three readings, and adopt Energy Code
 - o Ordinance 716 introduce, waive three readings, and adopt Mechanical Code
 - o Ordinance 717 introduce, waive three readings, and adopt Plumbing Code
10. Department Reports were presented by Chief Eller and Utilities Supervisor Lackas. Snow fence has started being installed and Christmas decorations are up. The Utilities Department, fixed a water leak on Nebraska St and ordered a floor cleaner for auditorium to expedite and improve floor cleaning. A couple of road patches have also been completed on W Broadway St. Upcoming work includes a couple projects for the Auditorium such as applying some adhesive to fix loose floor tiles in the kitchen and gathering bids to repairing and painting sheet rock in front of the stage and insulating the side storage. The Utilities Department is also marking/locating all utilities east of Main St, related to the water and sewer GIS project with JEO to update and digitize records. This project with JEO will also be updating Storm water and electrical infrastructure records. Once the GIS project is completed, the City will have new utility books and a digital archive online that can be kept current by Utilities Supervisor Lackas. Fall street sweeping has begun to remove leaves from streets; this will improve snow removal process as well. Planning Commission Chair Schmit and Council Member Bazata discussed a tree planting program with the NRD for the City to utilize in 2021; more discussion to follow on where to plant the trees. Deputy Clerk/Deputy Treasurer Rayford shared that the City Hall remodel is completed, with the exception of a few minor details. Cemify has completed GIS mapping of Randolph Cemetery. Residents can still request participating in the Christmas Lighting Discount. With COVID19, residents can call the City Offices to request being added to the list. Auditorium rental agreement has been revised and reviewed by City Attorney Holloway. Rayford is working on some basic guidelines for the Economic Development Advisory Board (EDAB), first meeting will be in January 2021. Rayford applied for and received a \$500 grant from LARM, funds will be utilized to add a security camera for one of the City Properties. Administrator Benton shared 2D rendered drawings from JEO for the City of Randolph Pool Zero Entry upgrade and Splash Pad construction. Project includes updating pool mechanical and plumbing as well. Rendered drawing will be posted at Blast from the Past event on December 11 at City Auditorium to raise awareness of fundraising project. Fundraising may take a couple years. RCGC remains profitable in the off season; Clubhouse is open, a lot of remodeling efforts are underway. Progress is being made on W Broadway Nuisance properties, 2 of 3 property owners agreeable to requested internal inspection for structural concerns. City will be pursuing a warrant for internal inspection on the 3rd property. City of Norfolk will be doing internal structural inspections to determine next steps; Chief Eller will be present during inspections. Utilities Employees Dickes and Korth are working on Wastewater and Water Operator certifications. Electrical Superintendent Beck is working on utility relocation projects on Sholes Rd, Main St, and Douglas St for the Flood Management Project. Once completed on Sholes road relocate project, Beck will switch to a utility relocate at Main St and Hwy20 boring under Hwy 20 for Cedar County

property power connectivity. Plans are also on the table to add power to the eastern Welcome to Randolph sign for a dedicated light, improving safety and visibility at night with a street light at the intersection of Kemp St and Sholes Road, as well as the entrance to the Community Recycling Center. Shinn Kellogg LLC/Meyer Construction has made tremendous progress on Phase 1 of Flood Management project. Majority of excavation is completed; replacement of Sholes Road Bridge is underway. Installation of riprap and other materials are next steps. Once Sholes Road Bridge is opened in the months to come, Bridge Street Bridge will be closed for construction. Phase 2 is on schedule and currently in design phase. Property appraisals will begin in the spring along with property acquisitions April/May 2021. USACE tentative plans are to advertise and award bid July/August 2021 with construction to start fall 2021. Looking further ahead, it is possible Phase 2 could be completed by fall of 2023. At that time, City of Randolph will request a letter of map adjustment with FEMA to be removed from the Floodplain designation. Changes to flower pot planters for winter decorations are completed, thank you to the Downtown Beautification team for all of your hard work!! Annual December City Employee gathering will be postponed due to current COVID19 concerns; likely to be a warmer month, maybe in May to celebrate and recognize the May 7th, 1889 incorporation date.

VII. EXECUTIVE SESSION

1. Council approved to enter executive session at 901pm. Exited Executive Session at 951pm.
2. Council approved 4.44% raise for Administrator Benton. New salary effective 12/15/20 will be \$46998 annually.

VIII. ADJOURN

1. With no further business for the board, the meeting was adjourned

Benjamin Benton
City Administrator/Clerk/Treasurer

The next regular scheduled City Council meeting will be on Wednesday, January 6th, 2021 at 630pm. Meeting will be at the City Offices 212 E Broadway, Randolph, NE 68771 and available on Zoom.

A complete copy of the minutes is available for public inspection during regular business hours at the Office of the City Clerk, 212 East Broadway Street, Randolph, Nebraska.