

CITY OF RANDOLPH
NOVEMBER 4, 2020 MEETING MINUTES

The Council convened in open session on Wednesday, November 4, 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, Councilmen Kuhl, Bargstadt, Backhaus, Bazata, and City Attorney Holloway. Staff members present included Library Director Leiting, Police Chief Eller, Utilities Supervisor Lackas, Utilities Employee Korth, Deputy Clerk/Deputy Treasurer Rayford, and Administrator/Clerk/Treas Benton.

I. ROUTINE BUSINESS

1. Announcement of Open Meetings Act
2. Roll Call

II. PUBLIC HEARINGS

III. CONSENT AGENDA

Council approved Consent Agenda subsection items 1-3 as presented.

1. Approve minutes of October 28th, 2020 City Council Meeting
2. Accept Paul Leiting resignation from the fire department
3. Approve Christmas Lighting Discount for bills due January 1, 2021

IV. REGULAR AGENDA

1. Kuhl/Winkelbauer property boundary storm water flow concern. Storm water E of Bridge St on E Hughson currently drains through natural storm drain on private property. Recommendation from USACE is to not make any modifications, beyond cutting down trees, until drainage and dirt work in the area is completed with the Flood Risk Management project as there is already a 4' drop in elevation from end of E Hughson, north up to E Jackson St. Administrator Benton has requested a project estimate from JEO for a storm drain to be installed at the end of East Hughson that would flow south through an existing easement to Middle Logan Creek post Flood Risk Management Project.
2. Review and approve Claims. Council approved claims as presented.

EXP BY VEND SUM Oct 1 - Nov 4, 20

SU 3E	\$307.24
SO Advantage Computer	\$650.00
EP Altec Capital Services	\$42,559.00
HI Ameritas	\$532.67
FE AMGL	\$3,600.00
JS Appera	\$484.78
SU Axon Enterprise, Inc.	\$159.00
SE Backer Tree Service LLC	\$2,500.00
SU BACKUS SAND & GRAV	\$646.88
SU BARCO	\$749.96
CI Billerbeck Construction	\$3,475.00
UT Black Hills Energy	\$126.62
HI BCBS of NE	\$7,110.24
FE Blue Vall Pub Safety Inc	\$1,633.00
SU BSE	\$7,010.24
SE BRUCE TUNINK BH	\$635.00
SU Business Card	\$4,080.80
TE Century Link	\$(78.49)
UT CITY OF RANDOLPH	\$17,162.71
SO Coyote Creek Digital	\$1,050.00

LD D C Communications	\$19.76
FE DHHS Licensure Unit	\$115.00
TX EFTPS	\$7,656.48
TX EFTPS Qtr 941	\$13.96
RE EQUIT FIN	\$2,170.33
SU Feld Fire	\$7,575.87
EL Grossenburg Implmnt	\$1,200.00
SO Hartelco	\$28.00
RM HYDRAULIC EQUIP CO	\$6,135.84
SU J.P. COOKE COMPANY	\$61.50
FE JEO Consulting	\$82.50
SU JIM'S FOOD CENTER	\$9.58
LF L P Gill, Inc.	\$3,122.40
SU Landmark Survey Assoc	\$5,800.00
IN LARM	\$64,433.27
SU LEITING AUTO SUPPLY	\$1,142.01
FT Lied Randolph Pub Lib	\$1,800.00
TE Lingo Communications	\$266.24
RM McCormick Drain Serv	\$1,295.00
FE Midwest Lab Inc	\$271.50
LE Monson & Holloway	\$800.00

TX NEB DEPT OF REVENUE	\$8,103.53	FE Security Shredding Services	\$35.00
UI Nebraska DepT of Labor	\$131.29	SU Stuechrath Farms, LLC	\$951.30
TX NEBRASKA DEPT OF REV	\$1,285.05	CI T & R Electric	\$3,393.00
FE Nebraska Public Health Lab	\$31.00	CI Thieman Electric	\$573.48
UT NE PUB POWER DIST	\$50,502.79	PO U S Post Office	\$587.00
PP NE Nebraska News	\$1,079.60	SU UECO	\$867.18
ED NPZA	\$100.00	FU US 20 LLC	\$255.75
FE One Call Concepts, Inc	\$37.99	UT US DEPT OF ENERGY	\$3,280.04
SU PAUL'S WELDING	\$272.72	HI V S P	\$184.32
EQ Robert Schmitt Equip	\$1,150.00	SU WATTIER TRUE VALUE	\$5,834.90
SU SAM'S Hardware Hank	\$408.45	SU WESCO	\$23,922.46

- Council approved RANDOLPH FARM SUPPLY of \$1,849.54.
- Council approved motion to amend the attached Exhibit A of Ordinance 704. Council approved motion to hold third reading and adopt Ordinance 704 2020 Annexation plan - EXTENDING THE CORPORATE LIMITS OF THE CITY OF RANDOLPH

ORDINANCE 704

AN ORDINANCE ANNEXING CERTAIN REAL ESTATE TO THE CITY OF RANDOLPH AND EXTENDING THE CORPORATE LIMITS OF THE CITY OF RANDOLPH TO INCLUDE SAID REAL ESTATE.

BE IT ORDAINED by the Mayor and the Council of the City of Randolph, Nebraska:

Section 1. The City of Randolph does hereby find and declare that the real estate described in the attached Exhibit A, and hereby incorporated entirely by reference, is immediately adjoining and contiguous to the corporate limits of the City of Randolph, Nebraska.

Section 2. The above described real estate is annexed to the City of Randolph, Nebraska, and is declared to be within the corporate limits of the City of Randolph, Nebraska pursuant to Neb. Rev. Stat. § 17-405.01.

Section 3. The corporate limits of the City of Randolph, Nebraska, are hereby extended to include said real estate.

Section 4. This ordinance shall take effect and be in full force from and after its passage, approval, and publication or posting as required by law.

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 4th day of November, 2020.

- Council approved motion to use legal description on Ordinance 707.

ORDINANCE 707

AN ORDINANCE OF THE CITY OF RANDOLPH, CEDAR COUNTY NEBRASKA, DIRECTING THE SALE BY THE CITY OF RANDOLPH TO RICHARD OLSON AND DEBORAH OLSON AND REGARDING THE FOLLOWING DESCRIBED PROPERTY: APPROXIMATELY 1.625 ACRES OF ABANDONED CHICAGO & NORTHWESTERN RAILROAD RIGHT OF WAY CONTIGUOUS TO THE PROPERTY LOCATED AT 606 & BRIDGE STREET, RANDOLPH, NEBRASKA, AND LYING NORTHWEST OF THE INTERSECTION OF WAYNE STREET AND S. BRIDGE STREET, ALL IN CEDAR COUNTY, NEBRASKA.

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 4th day of November, 2020.

- Council approved motion to introduce, waive three readings, and adopt Ordinance 709 Property Maintenance Code 2018 per inter-local agreement with City of Norfolk.

ORDINANCE 709

AN ORDINANCE OF THE CITY OF RANDOLPH ADOPTING THE 2018 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE, REGULATING AND GOVERNING THE CONDITIONS AND MAINTENANCE OF ALL PROPERTY, BUILDINGS AND STRUCTURES; BY PROVIDING THE STANDARDS FOR SUPPLIED UTILITIES AND FACILITIES AND OTHER PHYSICAL THINGS AND CONDITIONS ESSENTIAL TO ENSURE THAT STRUCTURES ARE SAFE, SANITARY AND FIT FOR OCCUPATION AND USE THE CONDEMNATION OF BUILDINGS AND STRUCTURES UNFIT FOR HUMAN OCCUPANCY AND USE AND THE DEMOLITION OF SUCH EXISTING STRUCTURES IN THE CITY OF RANDOLPH; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFORE; REPEALING ALL OTHER ORDINANCES AND PARTS OF THE ORDINANCES IN CONFLICT THEREWITH.

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 4th day of November, 2020.

- Introduce, waive three readings, and adopt Ordinance 710, renew annual WAPA Contract. Since this was an annual contract, no Ordinance required. Council approved motion to renew WAPA contract.
- Introduce and adopt Resolution 2020-20 Approve Maguire Iron full-service maintenance plan for Water Tower. Subsection 8 of Regular Agenda was tabled for additional bids
- Review and approve proposed Personnel Manual changes & CORE-001. After much discussion, subsection 9 of Regular Agenda was tabled for executive session.
- Review nuisance properties. Letters will be sent to property owners of dilapidated buildings on W Broadway St, requesting permission for internal inspection by vendor. If permission is not given by said property owners, the City of Randolph will acquire a warrant for interior inspection of those nuisance properties.
- Review and approve American Legal Publishing agreement to Codify Municipal Code. Randolph Municipal code was codified last in 1995. Recommended Codify plan is every 15-20 years. Council approved motion to sign American Legal Publishing agreement.
- Department Reports presented by Chief Eller, three illegal dumps at City Recycling Center (CRC), formerly called City Dump. Fine for illegal dumping is \$100/ occurrence Randolph resident, \$200/occurrence Randolph non-resident. Utilities Supervisor Lackas reported that water shut off valve and check valve by Kemp & Main have been completed. One of the valves was 30 years old. Water leak at Bridge St and Jackson St has also been fixed without needing to dig up street. Wayne St and Nebraska St has a water leak, to be worked on next. Project may require some of the street to be excavated. Working on replacing water meters around town, project will take several months to complete. Street Department has a box scraper now that will help with alley maintenance. Culvert installed at CRC for dirt/spoil for sale entrance. Still working on setting up snow fence. Researching vendors for a floor cleaning machine at Auditorium. Mark Korth offered to help the City research and locate a replacement Dump truck capable of multiple projects. Deputy Clerk Rayford reported that an agreement with Cemify has been signed to GIS map and digitize all Cemetery records. Access to Cemetery will be available online through www.randolphne.com once completed. City Hall office renovation is proceeding on schedule. Should be complete by end of November. Utility Billing system has been updated for new sales tax, utility fees updated, and system upgrades that allow accounts with multiple bills to be printed on one statement. Online bill pay is coming soon, likely first quarter 2021. Rayford is now a registered Notary! Auditorium cleaning checklists have been created for users to know what is required, post event, to have deposit returned. Already receiving letters of interest for the newly created Economic Development

Advisory Board. Library Director Leiting shared statistics from the Nebraska Library Commission that the Lied Randolph Public Library has saved residents of Randolph residents approximately \$262,520 this past year, had those residents purchase the equivalent services received free from the Library. Lied Randolph Public Library is still checking out the same amount of books, despite lower in person people due to COVID. Books and materials are quarantined upon return prior to shelving and made available for next use. Leiting and her staff have received a grant for a 6 month use of Innovation Studio equipment including a 3D printer, laminator, embroidery machine and other equipment. Should have equipment on site in the months to come. Administrator Benton shared Backer Tree Service will be removing a tree from corner of Hwy 20 and W Broadway Street before Thanksgiving. Hwy20 construction in spring 2021 requires electrical power feed changes at that intersection, tree is in way. Electrical Superintendent Beck has NDOT Permit to bore under Hwy 20 at Main street intersection, removing aerial power feeding Cedar County buildings. Sudbeck Underground will be used for this project as well as boring underground for power to the East welcome to Randolph sign. Beck is working with Sparklight and Bauer Underground for boring under Middle Logan Creek at Sholes Road, Nebraska St, Main St, and Douglas St to relocate power and Fiber required due to Flood Risk management project. Recycling building at CRC will be completed in early 2021, waiting on construction material costs to align with budgeted funds. Should find out soon if City was approved for grants applied to match funds for parks projects: rubber mulch for playgrounds and Softball/Baseball field project. Redball Diamond aggregate has been moved from the Randolph High school parking lot, staged at entrance of Veterans Memorial Park for future application on Baseball, softball, and practice field infields. Park Board members Backhaus and Schnoor have volunteered to remove grass from infield of practice field and apply aggregate to that infield. Met with Summer Youth Manager Junck to revise Randolph Summer Youth Code of Conduct. Park Board will review changes at November 18th 7pm meeting, Council will review for approval at December 2nd meeting. January 25th, 2021 from 530-pm-730pm will be early sign up date at Auditorium for players, coaches for 2021 Randolph Summer Youth program. JEO is drafting some 2D rendered drawings to help kickoff fundraising for Splashpad and pool zero entry at December Blast from the Past event at City Auditorium. JEO has also been authorized to do GIS Mapping of City of Randolph water systems; work should start soon. NDOT Hwy20 construction is still on schedule to start early 2021. Shinn Kellogg LLC will remove and replace Sholes Road bridge first due to fewer utilities. Bridge St bridge will be removed and replaced summer 2021. Shoefly will not be used for Phase 1, as it wouldn't save much time on overall 720 project. There will always be one bridge open for Phase 1. Phase 2 flood risk project is on schedule, should be appraising properties spring of 2021 and making fair market offers April/May 2021 for permanent and temporary easements.

V. EXECUTIVE SESSION

Council approved motion to enter executive session at 8:12pm.

Council exited executive session at 9:12pm. Council approved motion to increase wages for employees as follows: Gross \$.50/hour, E Harder \$.25/hour, S Harder \$.25/hour, Leiting \$1.15/hour, Thelen \$.50/hour, Beck \$.50/hour, Dickes \$.50/hour.

VI. ADJOURN

With no further business to come before the board, the meeting was adjourned.

Benjamin Benton
City Administrator/Clerk/Treasurer

The next regular scheduled City Council meeting will be on Wednesday, December 2nd, 2020 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.