

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAWNEE CITY, HELD ON MONDAY, FEBRUARY 10, 2020 AT 7:00 P.M. AT CITY LIBRARY MEETING ROOM, 735 8TH STREET, ALL IN PAWNEE CITY, PAWNEE COUNTY, NEBRASKA.

Notice of this meeting was given in advance thereof by advertising in the Pawnee Republican, a designated method for giving notice as shown by the Affidavit of Publishing on file in the office of the City Clerk. Notice of this meeting was given to the Mayor and City Council and a copy of their acknowledgment of receipt of the notice and the Agenda are on file in the office of the City Clerk. 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 attendance of the public.

Present: Mayor: Charlie Hatfield; Council Members: Vickie L. Zelenka, Ric Helms, Susan Eisenhauer and John Dahlgren; Tamela S. Curtis, City Clerk/Treasurer and Spencer Cumley, Interim City Foreman. **Absent:** None.

Mayor Hatfield called the meeting to order at 7:00 p.m. informing all those present of the Posters stating the Open Meeting Law Changes on the West meeting room wall accessible to the public. Council Member Helms made a motion to accept the January 27, 2020 regular meeting minutes. Council Member Dahlgren seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

The Treasurer submitted the following claims for consideration: **2/4/20 Payroll:** 8472.25 **Union Bank & Trust**, FWH 2402.40; **NE Dept. of Rev**, SWH 331.08/Sales-Use Tax 3077.74; **NW Mutual**, retirement 851.52; **Madison Nat'l**, life ins 39.37; **Community Ins.**, City ½ Fire pack renewal; **NPPD**, elec 3315.94; **Pawnee Co Rural Water**, pond hydrants 73.12; **OPPD**, elec-wells 215.28; **Quill**, sup/surge protectors 732.91; **SchillingBridge Winery**, TIF Dist. 417.97; **Tamela Curtis**, mileage reimb-Cyber Security Classes 136.28; **Capital Business Sys**, copier maint lic 531.00; **Ty's Outdoor Power & Serv**, vibrator for sander 524.66; **Western Sand & Gravel**, sand for streets 753.55; **Constellation New Energy**, gas costs 169.73; **Diversivied Drug Testing**, Emp #500 drug/alcohol testing 124.00; **H&H Auto**, battery/rep parts 708.16; **Lincoln Journal Star**, mag. Sub-Library 260.00; **Nebraska Clerks Institute & Academy**, Clerk's School/Clerk Curtis 616.00; **OneCall Concepts**, digger locates 9.23; **PC Thriftway**, sup/bleach 7.54; **Recycling Ent. Of NE**, recycling pickup 360.00. Council Member Dahlgren made a motion to approve the claims as submitted. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review January Treasurer's Report: Council reviewed the Treasurer's Report as of January 31, 2020.

Sheriff Braden Lang: Sheriff Braden Lang met with the Council to discuss adding ATV's to the City's UTV Ordinance that is already in force. Sheriff Braden stated that the State Law allows for both and there is certain criteria that a person has to meet including a valid driver's license, no driving after dark, Inspection by Sheriff's Department, flag 5' off the ground, valid insurance and can only go 30 mph. Lang stated that what gave ATVs a bad reputation in town was about 6-7 years ago there was a person who was always tearing around on an ATV with a loud muffler in the middle of the night, but they were never able to catch him. Deb Klein stated she has been against them from the get-go and feels the Sheriff's Department is busy enough without adding this into their jobs. Alan Smyth stated

he has had an ATV since 1999 and he uses it quite a bit. He feels if he was working over in his shop and needed to run up to True Value or to the NAPA store it would be nice to hop on it to run errands. Mr. Smyth felt that the people he was aware that utilize an ATV in town aren't going to be the ones to get tickets and they are not really that much different than UTVs. Keith Groeling spoke next stating the people that live in Tecumseh and Auburn are allowed to drive ATVs on their City Streets and wondered if they are more responsible than the people of Pawnee City? Mr. Groeling would like to see the same privileges here in Pawnee City that they have. Sheriff Lang added that it is also legal for those people to drive them on the highways in between those towns, except not on a 4-lane highway. Discussion continued about the \$15 inspection fee and stickers that the City provides once the UTVs have been inspected by the Sheriff's Department, so the same rules would apply to someone with an ATV. Someone asked about the legality of a bicycle with a chainsaw motor. Sheriff Lang stated that they fall into a different category but that a person must be at least 16 years old, hold a valid driver's license and wear a helmet. Alan Smith stated he mostly uses his ATV in the winter for snow removal, but also owns a sprayer he would like to pull behind it in the summer. Sheriff Lang reminded those present that lawn mowers are also illegal to be driven on the streets, but if people aren't causing any problems, he is not going to bother them. Spencer Cumley stated that he actually can't afford an ATV right now, but if he were to get one, it would be nice to be able to run errands on it around town. More discussion followed with golf carts being brought up. Sheriff Lang stated that the State Law says that golf carts are only to be driven on streets that are parallel from the golf course but if a resident is at least 16 years old, has a valid driver's license and is not causing problems, then he is going to leave them alone. Council Member Eisenhower stated that the current ordinance says 18 years old. Sheriff Lang stated that 16 years old is the State Law. Council Member Eisenhower stated she felt that if you can drive a vehicle at 16, you should be able to drive an ATV at 16 on the streets legally, too. More discussion followed with Council Member Dahlgren making a motion to amend the UTV Ordinance to include ATV changes and adjust the age from 18 years old to 16 years old. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Julie Bauman, Present FY 2018-2019 Audit: City Auditor Julie Bauman presented the FY 2018-2019 regular Annual Financial Audit and also the Single Audit that the State required because the City had spent over \$750,000 in Federal loan/grant money, which would have included the Pawnee City Assisted Living Project and the City's Street Improvement Project. Ms. Bauman stated that it was great to see new board members and planned to start out by explaining what exactly this audit is all about. She stated that the Fiscal Year for cities in Nebraska ends 9/30 and the audit statement is due to the state by 3/31 annually. They now upload this electronically to the State Auditor. In this audit, Julie reads all of the City Council Meeting Minutes for the whole fiscal year stating that the Clerks do an excellent job of typing up great detail in their minutes. It helps that the meetings are recorded so they can go back and listen again, if needed instead of just writing down what they remember from the meeting. In these minutes she looks for items the Council may discuss purchasing, which she notes and they look up the claims on all of those items. The meeting minutes just give a very good overall look on what the Mayor and Council are working on and possibly what they are looking at in the future. The regular Financial Audit is two-fold made up of her office checking the "controls" and compliance" and with the Single Audits, those are heightened even more. They look over the daily, monthly and quarterly reports and grant application items. Even though the City is a small entity, they look over every single fund on the general side and enterprise or

utility side, testing revenues, randomly check Utility Billing accounts, pool, park and street revenues. They go through random samples of regular claims and payroll claims, with the Clerks pulling those claims out before they come to perform the audit. Ms. Bauman stated she usually brings at least five employees with her, so she tries to get as much done ahead of coming in to the office so they don't have to interrupt the City Offices for more than a couple days. She also sends out Audit Questionnaires for the Council President and Mayor to fill out in addition to the City Clerk, Deputy City Clerk, Utility Billing Clerk and City Foreman to fill out, too. In these questionnaires they are looking for Error and Omissions, for fraud, overages and errors. Ms. Bauman stated that next year's Annual Financial Audit will look a lot different as there will be even more transparency with opinions being more substantial and the management responsibilities being very detailed. Julie then spoke about the importance of watching any changes in cash balances that may come up, which is why we have to have reserve funds and a backup plan. The Board (Council) is the governing authority to monitor those numbers with a checks and balances system by looking at the claims and signing off on them at each meeting. Pawnee City takes an active role and the Treasurer's Report that Clerk Curtis prepares monthly has a lot of information on where the City is sitting at with their accounts. The Auditor is responsible for giving an opinion on every fund, in example if the general fund is doing well, but the pool fund was doing badly, she is going to report on it. Ms. Bauman discussed the Utility Revenues coming in being limited because the City is limited to the number of users that are using and paying for the City services. Julie continued that was why it was so important to really work on diving into the numbers at your budget workshops each year, making decisions for the future for a lot of years to come. That all goes back to how you manage your cash and Pawnee City does very well managing their cash. Ms. Bauman went on to discuss that this was the first full audit year for the Pawnee City Assisted Living (PCAL) facility to be open for the full year. With the PCAL Audit, there is still a lot of risk and they go through the same audit procedures. They went through every check that PCAL wrote, to see where the money was going, with it being so new, there are a lot of unknowns. Ms. Bauman felt it was a great facility and they have a great operating system but just have to get it going and full of residents. Julie stated that PCAL should be on every Council Member's minds as the City has done a great job in building up their reserve accounts, but those accounts were not set up to be spent on PCAL's USDA Loan Payments. Right now the City has given the PCAL Board two years to pay them back for the \$80,000 loan payment the City made to USDA for PCAL, but the Council needs to look at the realities of it all. What is the feasibility that that money will be paid back to the City in the next two years and is there a chance the City may be making additional PCAL Loan payments in the future? The City needs to know that PCAL is setting money aside to repay them, as in the end the City is the entity that is responsible to make sure that payment is made to USDA. Council Member Dahlgren inquired if they should have PCAL come to a City Council meeting quarterly? Ms. Bauman stated at least quarterly, but the Council needs to remember that a lot can change in a 90 day period and it is the Council's Government Duty to monitor the PCAL financials. Again, Ms. Bauman stated that she felt it was a great facility and there was a great need in Pawnee City for the PCAL facility but it was not meant to be funded by the City of Pawnee City. She expects the City to be very supportive of this facility, just not the financial support of it. Ms. Bauman recommended asking PCAL to come to Council Meetings monthly so the Council can hear about the operations, financials, expectations of what fixed costs they have, payroll costs, a Treasurer's Report of some sort that also gives a projected budget of expenses. Each year the City has to budget for the PCAL Loan Payments to USDA, but the City is also relying on the lease income payment coming in from PCAL to make that payment, not dig it out of our own reserve accounts. Ms. Bauman

stated she feels the City Council is very fiscally responsible and is accountable to their citizens, especially when they are constantly looking forward at their “five year plans”. Ms. Bauman went over the footnotes that started on page 13 of the audit, which highlights the City’s component units such as the Airport Authority, Cemetery Association, Pawnee City Development Corporation (PCDC) and PCAL. Julie then discussed the long term obligations the City had in Sewer, Water, Street and Assisted Living Bond payables. On page 12 she went over the statement of cash flows on the enterprise funds of water, sewer and garbage, stating there was a true cash increase in cash, which was put into reserve accounts in order to assist the City in making their yearly water and sewer bond payments. The City of Pawnee City again received an “Unqualified Opinion”, which is the best opinion you can receive. The City’s bonding and funding agencies will get a copy of that, which will help the City.

Lola Seitz, Head Librarian & Linda Bowman, Library Board President: 2018-2019 Annual Statistical Report: Lola and Linda both discussed the Library’s 2018-2019 Annual Statistical Report. They had a real good summer with the programming; nothing has really changed, as they stayed about the same. Council Member Eisenhower inquired if under the general library visits if that meant each person, like with the meeting room, is that each person that has used it, or the number that are in the meetings. Lola stated that is probably more of a guesstimate, as most of the time people tell her how many people they are planning to attend their meetings, but sometimes she has to look back at the past meetings to get an estimate. Eisenhower then asked if a person comes in and uses a computer, but that same day they go and check out a book, is that counted as twice or is that one visit. Ms. Seitz stated that computer usage is totally different than where the checkouts are, so they are two different categories. Seitz stated she has a report that she prints out all of her checkouts for the year. Council Member Dahlgren inquired if they are able to catch the people out in the parking lot using the Library’s Wireless Hotspot? Ms. Seitz stated they do not and have no way of knowing how many people use it at night or on the weekends when the Library is closed, so the wireless count is definitely a guesstimate as they just have no way of knowing. Council Member Dahlgren stated the parking lot light in the Library really looked good and lit up the area very well. Dahlgren inquired if they knew if the Library usage had increased this year? Librarian Seitz stated that it is basically the same, the beginning of summer they always have a big group come in, but as summer goes on, it kind of slacks off. This year though they did not have quite as many sign up for the summer reading programs, but the overall participation and check out for the summer was a lot higher. The Library is continuing to work with the school and extension office. Council Member Zelenka stated she thought the Library’s computer usage was up also.

Discuss/Approve Mayor’s Appointments for Appointed Positions of City Atty and Deputy City Atty; Review proposals from Betsy Ferebee and Emily Sisco; Review email on Johnson Co. Atty pay: Council reviewed the proposals from Interim City Attorney Betsy Ferebee and Emily Sisco and also an email stating what the Johnson County Attorney pay was \$24,528 vs. the \$20,428 that was mentioned at the last City Council meeting. Mayor Hatfield stated that Betsy would have liked to have been here but she has a child with Influenza B right now and didn’t want to be bringing any of their germs here. Ms. Ferebee had stated that if Council had any questions for her tonight, she would be available by phone to answer them. Mayor Hatfield continued that he had talked with Emily Sisco and she is willing to answer any questions that she can. Ms. Sisco also shared with Mayor Hatfield what she felt had been the confusion with her working with former City Attorney Joe Stehlik. Mayor Hatfield asked if Ms. Sisco would like to explain to

Council what she had told him earlier. Ms. Sisco stated that it had sounded super negative with the talk of her not wanting to work with Joe Stehlik and that was really not it at all. Her law partners had a lot of concerns last year when she had been approached to be Joe's Deputy City Attorney, about them both not being in the same law firm. Sisco continued that she did not want her clients thinking she was working with Joe on all of her cases, there appearing to be the same sort of connection. She also takes criminal appointments for the County and Joe is Deputy County Attorney, so she didn't want there to appear to be some sort of connection between the two law firms. Then there was the question of fees, would she be billing separately from Stehlik Law, or would her billing go through Stehlik Law and she did not want to be on the Stehlik Law payroll because that also did not look good. Another reason she was skeptical last year was that anything like this had not been done before, so she didn't want to be the guinea pig. Those were her feelings about it and she still has those same apprehensions of having a City Attorney and Deputy City Attorney from two different law offices and also you are conflicting out the two law firms, whereas if the City did pursue any action on someone, then who would that person go to for an attorney, as they are both conflicted out. That was her thought process on how that would have worked. Ms. Sisco continued that the counterpart of that was that she was thinking, as in the City Ordinance, it allows for this, was that the Council appoints their City Attorney, but the Council also has the ability to appoint outside Council for any City Project or the way it is written, any reason, so the City could have their City Attorney and then appoint someone else to handle whatever. Mayor Hatfield stated like the Cornerstone Building Project. Sisco continued that this would keep fees separate, so whatever the City would arrange for their Special Council, it would be totally separate from her fees and then there would be no confusion on who was working for whom. Special Council would report directly to the City Council and she would report directly to the City Council so there would be no delegation, which she felt would be a better compromise and a better scenario. Clerk Curtis inquired what that City Code Ordinance was, so she could include it in her meeting minutes. Council Member Zelenka stated it was 1-207 was the code that handles the Attorney situation for the City. Council Member Zelenka stated she felt that would be a real good resolution as the City wanted to keep Joe on board as the Attorney for the Cornerstone Community Building Project, whether the City gets Betsy or Emily. Council Member Eisenhauer inquired so the City could do it that way instead of actually having a Deputy City Attorney. Council Member Zelenka stated yes, that the City would not actually have a listing for a City Deputy Attorney. Council Member Helms stated in other words if the City Attorney could not fulfill their obligations for some reason or another, then it is up to that City Attorney to appoint another attorney in their firm to cover for them as the City Attorney at the moment. Zelenka stated then the City Attorney would be responsible for paying for that attorney. Council Member Dahlgren stated but that City Attorney would not have to go through their own firm, they could appoint someone from out of town. Council Member Zelenka stated as long as the City Attorney position was being covered, that is what would matter. Council Member Zelenka inquired if we would need a separate motion to separate out the Cornerstone Project? Mayor Hatfield stated he felt the first thing that the City needed to do was to appoint our City Attorney and then we can make the motion for any special council the City wanted on special projects, that would be his suggestion. Council Member Eisenhauer inquired to Ms. Sisco that when working at her law office and the City needs something from her as the City Attorney, who would be your first priority? Ms. Sisco stated that it might be a bad answer, but it would depend on the circumstances as if she was in Court that day, she could not ask the Judge to wait on her case but if she was working on drafting a document for a client, she is pretty good at breaking away and taking a phone call or even walking in the door, I will take

them first rather than sit there and work on drafting something. I think I'm pretty easy to reach so if there was an emergency that the City needed me to answer right now or look at something right now, then obviously she would pick that. Ms. Sisco inquired if Council Member Eisenhauer foresaw this as being a problem. Eisenhauer stated that she was just inquiring because she didn't know how she was employed at that law firm and if you would always have to take your clients over the City matters or what would take precedence. Ms. Sisco stated that she was a partner so she owns part of the law firm. They have been great to her with her having discretion in picking her clients, she picks her work hours, so that is all up to her. They do not dictate or tell Emily that she has to work on this or that, so she would place the City high on her priority listing. Council Member Dahlgren stated that he felt that what worked best with going in to talk to Joe Stehlik was to make an appointment to see him unless he was available at that time. Ray Kappel, Pawnee Republican reporter inquired if the reporter wants to talk to the City Attorney, is the City charged because it has been with Joe, so will it continue with Emily? Ms. Sisco stated that would depend on what option the Council chose, salaried or hourly. Kappel continued that in most places the City Attorney does it as a PR thing for the City and he was not aware if Joe was charging the City or not, or he would have found another way to have found the information. Clerk Curtis stated that sometimes Joe might have charged, but there was also a lot on his bill that was marked (N/C) no charge. Dahlgren stated but with most of the Council, if they spoke with Joe, there was a charge. Clerk Curtis stated that sometimes if Joe needed to visit with her to maybe go over something that we maybe had worked on quite a while ago, he would most generally mark those as N/C, as he was coming to me for information. Clerk Curtis continued that it was the same way with Betsy, when she was the Deputy City Attorney for quite some time, Joe had really let her take the lead as being the main City Attorney at that time. At that time the City was really pushing the tearing down of houses and she handled many of those cases for the City including the Horner property. Council Member Helms inquired if Joe Stehlik was the actual City Attorney at that time, but had just handed it over to Betsy to do? Clerk Curtis stated that was correct because Joe knew Betsy would have more time to devote to City matters because in the end, he wanted her to move into the main City Attorney position, as Joe was thinking of retiring from being the City Attorney in the future and then it could be a smooth transition. Mr. Kappel inquired if an ordinary citizen wanted to talk to the City Attorney, the City would get charged, correct? Clerk Curtis stated sometimes, yes the City would, but sometimes not. Mr. Kappel stated he knew that was the strategy of some citizens like Mr. Willie Amos, to get people to go into the City Attorney's office and talk with him to run up the City's bill. Clerk Curtis stated she did believe that Willie did go around telling a lot of different people to go into Joe's office to complain about the abandoned vehicle ordinance, but there was not one person that did so, because in the end it is their tax dollars that the City is using to pay that bill. Council Member Helms inquired so in Lincoln, if the everyday citizen wanted to go in and talk to the Lincoln City Attorney, they could do that and the City would be charged for that? Clerk Curtis stated she was pretty sure the City Attorney of Lincoln would be a salaried position, not hourly and I'm sure they would have to make an appointment. Council Member Dahlgren stated you can do that because he had gone and made an appointment to see the Lincoln City Attorney in the past. Council Member Helms inquired what they were looking for a motion for the City Attorney or what? Clerk Curtis stated that was correct. Council Member Helms made a motion that Emily Sisco is the City Attorney. Council Member Zelenka seconded the motion. At this time Clerk Curtis inquired how they were going to hire her, by salary or hourly, like Ms. Sisco had given the City the options in her letter. Council Member Helms amended his motion to state that Emily Sisco be the City Attorney for the \$12,000 Salary and anything over and above that

would be her hourly wage. Clerk Curtis stated that did not make any sense as why would the City pay Emily the \$12,000 a year and then on top of it the \$145.00 hourly wage? Council Member Eisenhauer stated the \$145/hour would only be if she attended City Council meetings. Council Member Helms stated yes that is what I meant. Mayor Hatfield read directly from Ms. Sisco's letter "I would bill attending meetings at an hourly rate of \$145.00 per hour." So the annual salary would be \$12,000 and then whatever meeting she came to she would charge the City \$145.00 per hour. Council Member Eisenhauer stated that the other young lady, Ms. Ferebee, had stated that she would NOT charge the City if they randomly wanted her to appear at meetings, just pointing that out. Council Member Zelenka read directly from Ms. Sisco's letter "I would propose a yearly fee of \$18,000 to be paid out in monthly installments. This fee would include the general City Attorney responsibilities, such as attending all city council meetings..." Council Member Eisenhauer stated but if you go with the other young woman's proposal, she specifically states that "If the City were to go with the salaried rate without attendance at meetings, I would still be available for meetings as needed and for the time needed. These necessary meetings would be covered under the \$13,000 salaried amount. So there would not be an additional dollar amount charged per hour to the City, if the council randomly needed her to attend meetings. Eisenhauer continued, if the City wanted to go with salaried instead of a flat hour wage. Council Member Dahlgren stated he did not feel that we needed the City Attorney at every meeting. Dahlgren stated that everyone he had talked to asked him why they would do that. Council Member Helms stated he thought that if they needed an attorney at a meeting, then that attorney should be there at the very beginning of the agenda. Council Member Dahlgren stated just like our Law Enforcement, as the Council doesn't want to tie them up any more than they have to. Council Member Eisenhauer stated that she saw no reason that if they did need an attorney, that they could get them there at the meeting, regardless of which woman it is. So if the City were to have an issue come up, contact them and ask them to research it and it will be acted on at the beginning of the next meeting, and then the Council acts accordingly as we meet every two weeks. Council Member Helms stated that in other words he thought that the \$12,000 a year salary is the best way to go in my motion. Clerk Curtis stated except if Ms. Sisco has to come to any meetings, then she is going to charge the City \$145.00 per hour. Council Member Eisenhauer inquired just how many meetings that would take to surpass the \$13,000 salary that the other woman was proposing, that included attending some meetings. Council Member Dahlgren stated it would be around eight meetings. Council Member Helms stated that in the past three years that he has been on Council, he thought he could probably count on both hands the number of meetings that Joe has been at the meetings. Council Member Eisenhauer inquired then why did Council Member Helms want the City Attorney to be at every single meeting? Council Member Helms stated he did not want her to be at every single meeting. Eisenhauer stated then why was that such a big discussion at the last Council meeting with Ms. Ferebee? Council Member Dahlgren stated that it was him who had said the City Attorney should be at every meeting and then he researched it with some other attorneys and they wondered why the City would want to do that. Clerk Curtis stated she thought that Bruce Dalluge was the only City Attorney that she was aware of being at every City Council meeting. There was more discussion held that Betsy Ferebee had stated that even if she was in attendance at a meeting, she may have to do research before she would be able to give an answer to the Council. Council Member Eisenhauer stated that would only make sense, as you would not want the attorney to just come in here and give you just any answer without having researched it. Mayor Hatfield stated that if they are going to go salary at \$12,000, again you have to remember like Ms. Eisenhauer brought up, that if Emily comes to any meetings it is an additional \$145.00 per hour. Hatfield stated

he felt that either one of these will probably do a good job for the City and the only reason that I had leaned more towards Betsy is that she was more familiar with the way the City business has been run from being the past Deputy City Attorney and helping Joe out for so many years and actually when it came to tearing down buildings and getting things done, she is basically the one that the City called and told her to go after the juggler, and she did. It didn't make any difference who they were or what they did, she did the job that the City asked her to do and she did it very well. Mayor Hatfield continued that all he can do is make recommendations, the Council is the one that makes the decision. Council Member Dahlgren stated that was a very valid point, but the thing that he is looking at between the two of them and he did not care whether they are salaried or not, there is a lot of difference between \$170 and \$145 per hour and he felt personally that Betsy does not have the experience that Joe had. Clerk Curtis stated of course she wouldn't, as Joe had been the City Attorney for the past 30+ years. Dahlgren continued, he looks at it that with any new business, she's (Betsy) just starting out and he just thought that if she had been a little bit lower on her hourly wage. Dahlgren was really surprised with what Joe had stated in what he had charged last year, which was \$165 per hour and this year it was \$170, we (the Council) never approved that and John has been on this Council for six years and didn't know how much he actually charged per hour. Clerk Curtis stated that she was not sure that in the 18 years she has been the City Clerk that any City Council Member has ever asked what the City Attorney hourly rate was. Dahlgren stated but for budget purposes because that is what he looks at, that it is very difficult to budget for an attorney when you don't know what they even charge, as some years there is going to be a lot more services needed and some years the City will need less. At the same time, the Council did not ever approve any of that, other than hiring Joe as our City Attorney. He felt the City needs to know what exactly people charge, just as he was dead set against when the City paid for the new City Offices, not because we didn't need to move, but because we had no way of knowing how much it was going to cost the City in the end. That is the same way he feels about a City Attorney, if they come up with a set price, then he does not have a problem with that because at least the City would know where they are at, budget-wise. Council Member Eisenhower inquired how long the City Attorney position lasted. Mayor Hatfield answered one year. Clerk Curtis stated that the appointments are made at the first meeting in December every year. Council Member Helms stated he just figured it was pretty simple to budget a thousand dollars a month for a year, plus. Council Member Eisenhower stated that the City can't just budget for a thousand dollars a month for a year as there will be added expenses. Council Member Helms stated he said "plus" and he still thinks that will be very reasonable for this first year. Clerk Curtis inquired on this new Fire Hall project, was that considered a "special project" or is that part of the... Council Member Zelenka inquired that didn't Joe want to finish out the Cornerstone Project? Clerk Curtis stated yes, he did. Council Member Helms stated that the only special project that he sees is that Cornerstone Building, period, everything else is regular City business. Council Member Dahlgren stated that the way Joe talked, he wanted to stay on to make sure that the Cornerstone Building Project was followed through with. Council Member Helms stated that when the Council gets done with this vote, that is what he thinks they need to act on next, the Cornerstone Building's Special Council. Council Member Helms inquired if Council Member Zelenka had seconded his motion. Council Member Zelenka stated yes, but Clerk Curtis then had a question about how you had made your motion, salaried or hourly. Council Member Eisenhower stated that she thought that after a motion was made, the Council gets to have a discussion on it anyway. Helms stated he just wasn't sure if a second had been made or not. Zelenka inquired if they needed to amend that motion again. Clerk Curtis stated she had amended his original motion to include the \$12,000/year salary

plus the \$145.00 per hour if needed at meetings or litigation. Roll Call Vote: Helms, Aye; Dahlgren, Aye; Eisenhauer, Nay and Zelenka, Aye, whereupon motion carried. Council Member Dahlgren made a motion to hire Joe Stehlik as Special City Counsel to finish out the Cornerstone Building Project, until the outside is complete. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Clerk Curtis stated that somehow there is going to have to be some transition from what Joe has given Betsy because she is already getting ready to go to court for the City on Dog Ticket issues, so how would the Council like to handle that? Council Member Dahlgren stated that was a good question. Clerk Curtis stated she was pretty sure that Betsy had brought that up at the last meeting and that is when you appointed her the Interim City Attorney. Council Member Zelenka inquired if Betsy was just working on one case at the moment or what. Clerk Curtis stated she did not have a clue because she hadn't had to be involved because Joe and Betsy were communicating because there were cases that were already in Joe's possession on certain dog and parking tickets. Council Member Dahlgren stated that his point would be wouldn't you finish those cases with those lawyers? Clerk Curtis stated she did not have a clue, she was asking the Council that question. Dahlgren continued that was his opinion. Council Member Eisenhauer stated why don't we just ask our new City Attorney, since she's sitting here. Newly Appointed City Attorney Sisco stated that court was last week and there was a dog ordinance violation on that docket and Betsy was the attorney representing the City and there is court next Thursday, but she hadn't looked at the docket yet to see if there were any City items on it or not. Council Member Dahlgren stated that anyone could look that up and see it ahead of time. Council Member Helms inquired to Clerk Curtis if there was anything pending. Clerk Curtis stated again that was what she was asking the Council as she did not know. Much silence continued with Council Member Dahlgren inquiring to the other council Members if that would be the proper way to handle it, by allowing that lawyer to continue with the City cases they had already been on? Council Member Eisenhauer stated that if Betsy had finished up at this last Court with one dog case and she hasn't gone to court on the second one, then it must not be a real serious issue. Clerk Curtis stated that the City is probably going to end up paying two attorneys for a while. Council Member Eisenhauer stated that maybe even three attorneys for a while. Council Member Helms asked that once the Council appoints a new City Attorney, they take over immediately, right? Mayor Hatfield stated that the City is going to have to pay Betsy for her time as Betsy is the one that has been working on those cases, so the City has to pay her because she was the Interim City Attorney and she went to court, so she's done all of the work, so the City isn't going to pay her for all of the work she's already done, but just reach over and hand everything to Emily? Council Member Helms stated no that was not what he was saying. Helms continued that Betsy's time stops when Emily's time takes over. Mayor Hatfield stated well when Betsy is finished with the court cases that she has for the City. Council Member Eisenhauer stated that you can't expect Betsy to stop in the middle of a case. Council Member Helms inquired how many cases was Betsy working on at this time? Council Member Eisenhauer stated that we do not know that. Mayor Hatfield stated we don't know that because she's been dealing directly with Joe on these cases and he didn't know how many dog tickets were out there or how many parking tickets were out there. Council Member Helms inquired how we could find this out? Council Member Eisenhauer stated wasn't Betsy going to be available by phone tonight? Mayor Hatfield made a call to Ms. Ferebee stating that the Council has decided to go with Emily Sisco but they are wondering how many open Court Cases she had yet. Ms. Ferebee stated that she had just finished up with the two citations that she had been given and had not received any more citations since then. Mayor Hatfield confirmed that the two cases that Betsy had she was done with.

Ms. Ferebee stated that was correct. Mayor Hatfield stated that was the question that the Council had because they wanted to make sure she would be paid for what she had done and if she had a bunch of cases sitting out there, they wanted to know what they were getting themselves into. There were no further questions from Betsy or from Council with Mayor Hatfield directing Ms. Ferebee to bill the City for the work she had done to date. Clerk Curtis inquired if Emily is just coming to her with all of the questions that she may have in the future? Council Member Helms stated it depended on whoever she had a question for. Clerk Curtis inquired if she was allowed to call Joe if she didn't know the answer? Council Member Helms inquired if just on the Cornerstone Building? Clerk Curtis and Council Member Eisenhauer both stated no, a question on anything. Eisenhauer stated that there is no continuity between the old City Attorney and the new City Attorney, they don't want to talk. Ms. Sisco stated that she had no problem talking with Joe. Council Member Eisenhauer inquired so it was just because of the transfer of money issue? Interim Foreman Cumley stated and also because of the conflict of the two offices sharing information and what her clients might think. Ms. Sisco stated there is no animosity with Joe as she is in Rotary with Joe and he gave her a ride today back to her office. She does not have a problem with Joe at all. Clerk Curtis clarified that it was more of the idea of the City Attorney being in one law office and the Deputy City Attorney being in another law office, which was the main issue with last year's proposal. Ms. Sisco stated that was correct as she did not want there to be a conflict and she did not want her clients to think that there is a conflict. Clerk Curtis stated she just needed to hear some direction from Council on how she was to handle questions from now on as she didn't want to be calling Joe on anything if she wasn't supposed to be doing so. Council Member Helms stated but that was when we had a City Attorney and a Deputy City Attorney and we don't have a Deputy City Attorney. Clerk Curtis stated that she knew that she was just clarifying what the problem was from last year because that was what was said last year from that office, that they did not want Emily going to Joe's office dealing with City stuff because that doesn't look right, so I'm just wanting to make sure we're all on the same line. Council Member Helms stated to let him make sure he understands this correctly, that the City does not have a Deputy City Attorney, true or false? Clerk Curtis stated that we do not have one this year. Clerk Curtis brought up the ReUse Fund next and if Joe Stehlik was still to be serving on that committee? Helms inquired if it was because he was the City Attorney? Clerk Curtis stated she did not necessarily think so because Joe was very instrumental in assisting CJ Foods in getting the very first CDBG ReUse Loan through the Nebraska Department of Economic Development, so he actually was there when the ReUse was started. Helms inquired if that was a charge to the City? Council stated yes it would be, to the ReUse Fund. Mayor Hatfield stated it will be the same thing as when Emily goes over and talks with Joe, he isn't going to do all of it for free. Council Member Dahlgren stated that the way he understood it from the last meeting was that Joe specifically mentioned that he for sure wanted to still be the Attorney for the Cornerstone Building Project. Clerk Curtis stated that on the Mayor's Appointments Joe is not appointed on the ReUse Committee as the City Attorney, he is appointed as part of the ReUse Committee, being the attorney involved on the legal end of it. Clerk Curtis continued that Joe goes to all of those ReUse meetings and yes he charges the ReUse Fund, but he has been the one member that has been involved from the very beginning of the ReUse money and I'm not sure that the City would want to stray from that because he has dealt with Trey at the State, but if he doesn't want to be a part of that ReUse Committee anymore, then the City would need to decide who they were going to appoint. Council Member Dahlgren stated he felt that was something the City should ask Joe if he still wanted to serve on the ReUse Committee. Council Member Helms inquired who the three members on that committee were. Clerk

Curtis stated Joe, the Mayor (Hatfield) and Jim Kubik. All Council Members were in agreement with Clerk Curtis asking Joe Stehlik if he intended to still serve on the ReUse Committee. Council Member Helms inquired to Ms. Sisco that if Joe did not want to serve on the ReUse Committee, would she serve on it? Ms. Sisco stated she would. Council Member Eisenhauer inquired if this would be considered under special projects? Ms. Sisco stated that she had not excluded special projects in her letter, she believed Betsy had included that in her letter, but she had excluded litigation and office supplies and postage every once in a while. Council Member Helms inquired if Ms. Sisco would list all of that out on her billings? Ms. Sisco stated that she would do so. Clerk Curtis stated she would need to know what each line item was concerning as she would need to figure out which fund the fees would be coming out of. Clerk Curtis stated that Utility Billing Clerk Kris Blecha and herself are so close to getting that City Code Book updated and ran out on regular sizes of paper to go into a regular 3-ring binder, probably within a month it will be finished up.

Review/Approve: Cornerstone Bldg Project Expenses: Drawdown #8 for a total of \$23,787.56. with \$21,049.92 to AHRS Construction, Inc. for Gen. Cond; Carp/Shor/Joint Sealant, Waterproofing/Final Structural Req. Council Member Dahlgren made a motion to approve Cornerstone Bldg Project Drawdown #8 for a total of \$23,787.56 for Pay App #4 to AHRS Construction, Inc. for Gen. Cond; Carp/Shor/Joint Sealant, Waterproofing/Final Structural Req. and \$1896.00 to CWP Architects for Bidding/Neg.-Architectural Services with \$18,356.74 from ReUse Grant and \$4,589.18 from City Match and \$841.64 to SENDD for Construction Management paid from the ReUse Grant only. Council Member Zelenka seconded the motion. Roll call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review/Approve color of Awning for the Cornerstone Building. Clerk Curtis had brought the brick color sample along with the colored swatches of awning samples for the Council to decide from. After comparing several of the colors next to the brick, Council Member Dahlgren made a motion to approve #4994, Eastridge Cocoa as the striped color for the awnings to the Cornerstone Community Building. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Council Member Dahlgren reported that he had taken the stained glass window from the Community Building up to Lincoln this past Friday to be restored. They were excited to have it in their possession and couldn't wait to get started renovating it for the City.

Review/Approve updated Vacation Policy for Employee Handbook without the carry-over clause: Council reviewed the updated vacation policy for the employee handbook with policy to state "One week of unused vacation may be carried over to the next calendar year for any City Employee in any calendar year. Any vacation time above the one week allotted, will be paid out at the employee's regular rate of pay." Council Member Eisenhauer stated she felt that employees need to understand that they need to use their vacation time during the calendar year and not work themselves to death as this policy is not set up to be used as a "savings account" at the end of the year. Eisenhauer continued that vacation time is meant to rejuvenate yourself and be refreshed to come back to work. The Mayor and other Council Members were in agreement. Council Member Eisenhauer wondered if the City Council shouldn't be monitoring the vacation time that each City Employee had on hand throughout the year. Clerk Curtis stated that there was a Payroll Time-off Report that she prints for each Payroll and she could include that in the Council's

agenda packets quarterly for them to look at. All members felt that would be a good idea to start doing. Council Member Eisenhower made a motion to approve the wording change on the vacation policy in the employee handbook to include the sentence “Any vacation time above the one week allotted, will be paid out at the employee’s regular rate of pay.” Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

A Report and update from Council Member Dahlgren: Review current Evaluation section of the Employee Handbook; Review descriptions; Discuss how this plays into the Annual Employee Evaluation Process; Update Evaluation section in Employee Handbook to show changes:

Council Member Dahlgren stated that these were just job descriptions for all of the City Employees for the evaluations for wages, they really had nothing to do with a performance bonus at the end of the year – just to evaluate employees on their work. Council Member Eisenhower inquired if these descriptions are what are expected of the employee, so if you’re good at your job and you do your job, then they will be pay rate increased, to go over and above then that’s the bonus portion?

Dahlgren felt that the City needed to come up with Job Descriptions for all employees to evaluate their work, the employee’s job. Council Member Helms inquired if that wasn’t what the evaluation was for in the past? Eisenhower stated yes, she would think so.

Dahlgren stated that the evaluations were used last year at the end of the year to decide on bonuses, not wage increases and he does not feel that is what he put these job descriptions together for. Eisenhower inquired if this is just a job description, not a job evaluation?

Dahlgren stated that is all this was made for was a job description and what you as an employee are expected to do on the job. Helms inquired wasn’t this an evaluation on their job? Eisenhower stated that she felt this was what was expected of the employees on the job, that’s a job description. Council Member Zelenka agreed. Council Member Dahlgren stated we evaluate these employees at the end of the year by looking at this and decide if they did their entire job that was in the description. Eisenhower felt these descriptions were made to notify employees of what their job was made up of, and at the end of the year if we go back and review this and they didn’t, then we need to ask what Council can do to help the employee perform the duties that are expected of them. Clerk Curtis stated that the employees are actually going to be evaluated twice, as you’re going to be doing it when you work on wages or budgeting and then at the end of the year for the performance bonus. Council Member Dahlgren stated if we’re going to even do bonuses because we might change that. Dahlgren continued that these job descriptions are to give the employees an idea of what they are to be doing for their job with the City. Mayor Hatfield stated he thought that when you hire a new employee, they should read this and sign it and be put in their personnel file, for the simple reason that they read it and if they state that something wasn’t in there, but it was, Council will know they didn’t even read it. All Council was in agreement. Dahlgren stated that would be no different than we do with the handbook, as all employees and Council have to sign off that they have received the handbook or changes to it. Dahlgren continued there are two things that they should be reading and signing off on, the employee descriptions and the employee handbook. Eisenhower, so are you just going to have them read these descriptions when they are hired, no other time throughout their employment with the City? Clerk Curtis stated if we make these job descriptions as part of the employee handbook, then the City Employees will go over them annually and sign off on it. Clerk Curtis stated this has been going on a long time and there are other changes that were made to the handbook and one of them was how the evaluations had been handled. What started all of this discussion was that Clerk Curtis had made up a sheet of all of the changes Council had made to the Employee Handbook from November 2018

to August 2019 of Catastrophic Leave, Shots being run through an employee's City health insurance, employment of relatives and how the Evaluations were being handled. Clerk Curtis continued that at that time is when Council Member Dahlgren came up with needing job descriptions for all of the city employees. The Clerks have had job descriptions but none of the City Crew ever had them. Council Member Dahlgren stated Clerk Curtis was correct and that is why he came up with the job descriptions for all of the positions because how do you evaluate an employee who does not have a job description to go by. Clerk Curtis stated that she has finished up the League Salary Survey and ran out all of the copies of the different parts of the survey she filled out compared to area towns, which is available for Council to review when it is time to discuss wages. Clerk Curtis stated that sheet with the changes is what first sparked this job evaluation talk. What Clerk Curtis does is makes up a sheet with all of the handbook changes that Council has recommended over a period of time, brings it back before Council to make sure they approve all of the changes. Then she goes over them in the handbook with the City Employees and they each have to sign off that they have received an updated copy of the City Employee Handbook and understand the changes made. This is done annually with all of the employees. Clerk Curtis stated so we need to add these employee job descriptions to the Employee Handbook so that they have to sign off on those when they are hired and also at the annual review. Council Member Dahlgren inquired if everyone was comfortable with the way the job descriptions read? Council Member Eisenhauer stated that there were a couple of things that were out of consistency with the other job descriptions as you had really good verbiage in one description and then written a little differently in another. Council Member Helms stated on the Utility Billing Clerk under special requirements it states a 45 Day Probationary Period, why isn't it consistent with a 90 day probationary period like all of the other City Employees have. Council Member Zelenka stated that the number of days that you would have as a supervisor to evaluate her would not be as many because she is only part time. After much discussion it was stated that it was a 45 Working Day Probationary Period, not just 45 days. Council Member Dahlgren stated that maybe we needed to do the same on the 90 day probationary period, making them 90 working days. Clerk Curtis inquired if Council Member Dahlgren could email her copies of these job descriptions so she can put them in her handbook folder on her computer to make changes, as needed to them. Council Member Dahlgren stated he would do that. Interim Foreman Spencer Cumley stated he had a suggestion, because on all of the City Crew job descriptions it stated, "additional continuing education classes may be required from time to time" and they are definitely required and sometimes they require you to be gone for more than one day with motel stays. Cumley continued that he understands that is part of the job, but some people were saying that nobody ever told them anything about being gone for classes overnight or any travel. Council Member Dahlgren stated that he did not feel that things needed to be stated word for word in the job descriptions as these were just to give the employees an idea of what was involved in their jobs because there is no way you can list every single detail of what their job will be. Cumley stated he knows that some people take offense to having to leave town for classes because nobody had told them that when they applied for the job. Clerk Curtis stated that is something that should be mentioned by the Interviewing Committee when a person is being interviewed for a City Job. Mayor Hatfield stated to get the job descriptions to Clerk Curtis and she would make these last few changes and move forward. ***Approve appointing Derek Niss to serve on Planning Commission for a 2-yr term expiring 2/2022:*** Council Member Dahlgren stated that John DeFreece had asked Derek Niss if he would be interested in serving on the planning commission and he agreed to do so. Council Member Dahlgren made a motion to approve adding Derek Niss to the Planning Commission to serve a 2-year term expiring

February, 2022. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Council Member Dahlgren stated that we still need another member to serve on the Planning Commission and it would be nice if they could find a woman who wanted to be on that board, as the rest of the members are all men.

A Report and update from Council Member Helms: *Discuss prices to replace Utility Box on Pickup:* Council Member Helms stated he and Spencer had been looking for good used Utility Boxes to replace the current Utility Box on the City's 2004 Chevy as it is completely rusted out on the bottom and in the utility drawers. There were a couple used ones at Smith Auto but they were not much better than what the City has now. Council Member Helms found three very good used utility boxes for \$3000 at Gary Gross in Lincoln, but the color of the boxes is orange. Discussion followed with Council Member Helms stating he felt it should be painted white and should also be professionally installed as our City Shop does not have the adequate equipment to get the job done without the risk of getting one of our City Crew Members hurt. Council Member Helms made a motion to purchase the Utility Box from Gary Gross in Lincoln, NE with the amount to be spread throughout the funds. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. After further discussion it was decided that Mr. Helms would get price estimates from businesses in town, in addition to Gary Gross in Lincoln on painting and installing the utility box and report back to Council on that portion of the costs. Council Member Helms also wanted to report that he had spent around \$4700 on rock to repair 6th Street from "C to "D" and "D" Street from 5th to 2nd Streets by the Truck Parking Lot in town. Interim Foreman Cumley reported that the Martin Marietta Rock Quarry in DuBois will be reopening on March 16th.

Discuss PCDC's Demolition Reimbursement Program to go along with the City's Resolution #3: Council Member Helms stated that the City Council had approved a Resolution in February, 2018 as an Incentive Program that people could be eligible for reimbursement of up to \$2,000 from the City for the costs associated with the demolition and removal of a nuisance property. This past Thursday night the Pawnee City Development Corporation (PCDC) also passed an incentive program for the elimination of blighted structures that de-value nearby properties with an additional amount of reimbursement. Discussion continued with Mayor Hatfield stating that PCDC President Bob Miller had contacted him with the details and PCDC's incentive program would only go into effect, if the person complied with all of the City's rules to their incentive program and if the City had reimbursed the property owner the full \$2,000 as according to LB840, PCDC cannot contribute to the City as a match to make up the difference to the \$2000, but only as an additional incentive program to the City's Incentive Program. Council Member Helms stated he did not remember it being explained to him that way at the meeting, but would check with Mr. Miller on Tuesday. Council Member Eisenhauer stated that is actually what Letter (F.) says on PCDC's Incentive Program write-up, "The PCDC shall only reimburse the property owner the cost of the demolition project for expenses in addition to the \$2,000 reimbursement from the City of Pawnee City through Resolution #3". Much discussion followed with this item only being a FYI for the Mayor and Council as no City action needed to be taken.

A Report and update from Council Member Eisenhauer: *Review Advertisements for Pool Managers & Lifeguard:* Council reviewed the ads that will be going in the newspaper for accepting applications for Pool Managers and Lifeguards.

A Report and update from Clerk Curtis: *Give an overview of Cyber Security Classes Clerks attended in Nebraska City, Jan. 29 & 30:* Clerk Curtis stated the Cyber Security Classes that she and Deputy Wiers had attended were full of great information and was a little scary, too! We are all very susceptible to cyber-attacks, whether it is on our computers or our personal cellphones. One of the things that the instructors suggested we do was to go back to our communities and try to involve several different entities to come up with a Community Cyber Action Plan, so that if a cyber-attack ever did hit our community, we could all be prepared on how to handle the situations that could arise. Clerk Curtis stated she plans to make contact with the Pawnee County Emergency Manager Amanda Burki and see if anything like that is included in the County's LEOP.

Review Info from LARM re: Reducing your Risk from Cyber Attacks & Capital Business' reply, Protecting Our Data & the City's Ins. Coverage through LARM: Clerk Curtis stated that along with the Cyber Attack classes that both Clerks attended they had also received emailed information from LARM, the City's Insurance Company, about reducing a City's risk from Cyber Attacks. After Clerk Curtis received this email she forwarded it onto Justin Schuetz, an IT from Capital Business Systems (CBS) to see what kind of coverage they had on the City's Server Network. Mr. Schuetz emailed Clerk Curtis right back stating that they had the anti-virus program Webroot, which is cloud-based and gets real-time threat data, so zero-day threats can be blocked as soon as they are identified. They also provide "patching", which allows them to manage the Windows updates on our computers, making sure our computers stay up to date on known security issues in the Window operating system. The City also has our data from Power Manager backed up on iDrive, an off-site back up system. Clerk Curtis stated another suggestion the instructors had for everyone was to make sure their data was backed up, which our Power Manager Software is backed up daily, but none of our actual files on our computers are backed up anywhere. Justin also stated that CBS has additional options they offer that could help secure the City's network. Clerk Curtis stated that a good thing was that the City did have insurance coverage through LARM if they ever experienced a cyber-attack. Clerk Curtis stated she was not sure they had enough room left on iDrive to backup any regular files from the Clerk's computers, so may have to look into other options with that through CBS, too. Council Member Zelenka stated she would stop in the office this week and look over what we have and could also sit in on a call to CBS for quotes on additional services.

A Report and update from the Mayor Hatfield & Interim Foreman Cumley: *Give an overview of Hazardous Mitigation Meeting held at NRD, Tecumseh on Feb. 4th:* Mayor Hatfield and Interim Foreman Cumley stated they had both attended the Hazard Mitigation Plan Update that JEO put on this past week with people from all different sorts of entities attending. This Hazardous Mitigation Plan is much the same as what Clerk Curtis was talking about for the Community Cyber Action Plan, only instead of planning for a cyber-attack, it was dealing with coming up with a plan to assess vulnerability and identify mitigation strategies to reduce vulnerability from natural or man-made disasters. ***Review City of Pawnee City's "Community Profile" (Places marked in RED need answered). All Question Sheets need answered (Recommend everyone fill out the best you can & bring back to Council Meeting):***The City was part of the Hazard Mitigation Plan that was established back in 2015, so now they are wanting the City to update their information from the past five years. Spencer stated it was important for everyone to fill out these questions, as if you have this Hazard Mitigation Plan in place you are eligible for a lot of grant funds out there. One of the grants that has a 75/25 match, could assist the City with setting up a new well, purchase generators to keep the wells going, or anything to assist with community preparedness. Mayor Hatfield encouraged everyone to fill out their sheets

and bring them back to the next Council meeting as the deadline to turn our information in is March 2nd, 2020.

A Report and update from Foreman Cumley: *Discuss Sargent Drilling Billing for Well #2:* Council Member Eisenhower made a motion to approve paying the bill from Sargent Drilling for \$37,408.46 for the repairs done on Well #2. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Foreman Cumley stated he was still waiting to get a quote from Sargent Drilling to replace the liner in Well #2. *Discuss Quotes on Plasma Cutter:* Interim Foreman Cumley stated that he had discussed with Council Member Helms that it would be much cheaper getting a plasma cutter vs. replacing the City's cutting torch. Council reviewed the three different quotes Cumley had gathered. Council inquired to Foreman Cumley which one he felt would work best for the City's needs. Mr. Cumley stated he felt the S7 Plasma Cutter through Amazon would work best for the City. Council discussed that this item should also be spread throughout the funds as it is used everywhere, not just on street items. Council Member Dahlgren made a motion to approve the City purchasing the S7 Plasma Cutter through Amazon for \$254.00. Council Member Eisenhower seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. *Well Road:* Foreman Cumley stated that he would like to have Rasty come out and repair the well road. Cumley would like to see Rasty build the road up properly, ditch it and then they could rock it. Council Member Helms stated that it may take the same amount of money spent on the roads by the Truck Parking Lot, plus approximately eight hours for Rasty to use Gyhra's grader at \$100 per hour for a total of around \$5000. More discussion followed with Council Member Zelenka making the motion to approve Rasty taking Gyhra's grader out to work on the Well Road plus purchasing rock to put on the road for an approximate cost of \$5000. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. *Sewer Plant:* Interim Foreman Cumley shared the good news that in the past two weeks they have not had any additional problems at the Sewer Plant!

Correspondence: Council reviewed the Thank you card from Dale and Roxann Buman on the great job the City Crew did on the last snow removal and reviewed the Filing Deadlines of Incumbents being February 18th and Non-incumbents is March 2nd. Council Member Dahlgren made a motion to adjourn the meeting. Council Member Helms seconded the motion. Roll call vote indicated all present voting in favor of the motion, whereupon motion carried and meeting adjourned at 10:20 p.m.

ATTEST: Tamela S. Curtis, City Clerk

Charlie Hatfield, Mayor