

**CITY COUNCIL MINUTES
CHAPPELL NEBRASKA**

A regular meeting of the Chappell City Council was held November 1, 2021, at the Chappell City Hall at 7:00 P.M. The following members were present; Brott, Riley, Hahn and Johnson. Staff members present were, City Administrator/Clerk Ashlea Bauer, City Treasurer Geralyn Konruff, CDD Shaunna Mashek and Utilities Worker Todd Rust. Others present included Brittany Hardin and Adam Sickler.

Notice of the meeting was posted as required by law. The Pledge of Allegiance was recited by those present. Mayor Brott informed the public of the location of the Nebraska Open Meeting Act on the back wall of Council room.

A motion was made by Council member Riley, second of Council member Hahn to excuse Council member Carlson. "Yes" Riley, Hahn, Johnson. "Absent" Carlson. "No" None.

Public Comments:

No public comments.

Consent Agenda:

A motion was made by Council member Hahn, second of Council member Johnson to approve the consent agenda, minutes of the regular meeting October 18, 2021, claims list and dept head reports. "Yes" Riley, Hahn, Johnson. "Absent" Carlson. "No" None.

Bomgaars - \$47.97 * Cash-Wa Distributing - \$518.27 * Century Link - \$583.89 * Chappell Municipal Utilities - \$4441.70 * Cranmore Pest Control LLC - \$50.00 * Dearborn Life Insurance Company - \$17.20 * Deuel County Treasurer - \$7333.34 * Eakes Office Products Center - \$67.77 * EMC Insurance Companies - \$8448.83 * Ingram Book Company - \$159.28 * Monument Inn & Suites - \$540.00 * Municipal Energy Agency of Nebraska - \$32802.56 * Municipal Supply Inc of Nebraska - \$1424.85 * Nebraska Municipal Power Pool - \$2030.00 * Quick Med Claims - \$480.47 * Saveco North America, Inc - \$1141.17 * Sedgwick County Sales - \$3018.36 * Stegeman Services - \$651.75 * Todd's Custom Welding - \$556.56 * Vistabeam - \$73.95 * WESCO Distribution Inc - \$531.40 * Total Payroll - \$38,305.11 *

Unfinished Business:

CDD Mashek found some information on comparable land prices for the city's property south of the interstate.

New Business:

Department of Economic Development (DED) announced the City's recertification in Nebraska's Leadership Certified Community (LCC) program. DED Western Nebraska Business Development Consultant and Gov. Pete Ricketts' West Central Director, Brittany Hardin, honored local leaders during a special presentation on Monday. Chappell is one of 31 Nebraska communities to qualify for DED's LCC program, created in 2011 to help villages and municipalities adapt to ongoing changes and opportunities in economic development. Certified communities must demonstrate an understanding for and preparedness in strategic planning, and display readiness in technological development to help new and existing businesses grow. Qualifying LCCs earn status in the program for five years and are required to maintain community websites to market local development, which may include information on available sites and buildings and regional employment opportunities. The City earned certification as one of western Nebraska's first LCCs in September 2016. DED recertified Chappell as a member of the program in October 2021.

Adam Sickler, President/CEO of Volunteers of American Western Nebraska (VOAWN) took the opportunity to ask the City to allocate 15% of the total funds of the City's ARPA Recovery Funds to help the VOAWN efforts to alleviate economic hardships for Chappell residents by directly benefiting the VOAWN food pantry, infant and toddler pantries and child-care facilities. Mayor Brott noted that the City is reviewing many uses for the funds and the eligibility requirements of those uses and will take public comment into account when the city makes a final decision on the allocation of the funds.

A motion was made by Council member Hahn, second of Council member Johnson to go into executive session at 7:18 p.m. to discuss employee reviews and increases. "Yes" Riley, Hahn, Johnson. "Absent" Carlson. "No" None.

A motion was made by Council member Riley, second of Council member Hahn to come out of executive session at 7:35 p.m. "Yes" Riley, Hahn, Johnson. "Absent" Carlson. "No" None.

A motion was made by Council member Hahn second of Council member Johnson to approve the employee reviews and increases as presented. "Yes" Riley, Hahn, Johnson. "Absent" Carlson. "No" None.

Communications:

Council would like to discuss the possibility of annexation of a location into city limits at the next council meeting.

The lake is looking great. The gentleman who is dredging is about halfway complete with the project. Council would like to see more done in the future.

A motion was made by Council member Hahn, second of Council member Johnson to adjourn the meeting at 7:48 p.m. "Yes" Riley, Hahn, Johnson. "Absent" Carlson. "No" None.

Steve Brott, Mayor

ATTEST:

Ashlea Bauer
City Administrator/Clerk

**CITY COUNCIL MINUTES
CHAPPELL NEBRASKA**

A regular meeting of the Chappell City Council was held November 15, 2021, at the Chappell City Hall at 7:00 P.M. The following members were present; Brott, Riley, Carlson, Hahn and Johnson. Staff members present were City Attorney J Leef, City Administrator/Clerk Ashlea Bauer, CDD Shaunna Mashek, Utilities Workers Todd Rust and Aaron Stegeman. Others present included Jim Hammond, Brent Jeppson and Scott DeCoste.

Notice of the meeting was posted as required by law. The Pledge of Allegiance was recited by those present. Mayor Brott informed the public of the location of the Nebraska Open Meeting Act on the back wall of Council room.

Public Comments:

No public comments.

Consent Agenda:

A motion was made by Council member Hahn, second of Council member Carlson to approve the consent agenda, minutes of the regular meeting November 1, 2021, claims list, treasurer's report and sheriff's report. "Yes" Riley, Carlson, Hahn, Johnson. "No" None. Motion carried.

Arnold Pool Company - \$106.00 * Chappell Lumber - \$664.04 * Chappell Register - \$578.95 * Chappell Super Foods - \$84.49 * Contractors Materials - \$35.00 * Culligan - \$31.00 * Dutton-Lainson Company - \$196.32 * Eakes Office Products Center - \$61.34 * Enviro Service Inc - \$20.00 * Hansen's Petroleum - \$745.9 * Hometown Leasing - \$116.00 * Ideal Linen Supply - \$654.60 * Kacey Huff - \$199.96 * MacQueen Equipment - \$228.34 * Matheson Tri-Gas Inc - \$114.44 * Municipal Energy Agency of Nebraska - \$37546.25 * Municipal Supply Inc of Nebraska - \$42.68 * NDEE - \$345.00 * Nebraska Municipal Power Pool - \$1650.00 * Premier Auto Parts & Service, LLC - \$1295.64 * Richard Graeff - \$62.00 * Taylor Made Golf Company, Inc - \$622.11 * Valley Tire & Service LLC - \$4120.00 * Vistabeam - \$221.85 * Western Resources Group Inc. - \$344.00 * WEX BANK - \$1129.30 * Total Payroll - \$38,279.10 *

Unfinished Business:

Stuart Wilson put in a bid of \$3,500.00 to purchase the city's triangle property. A motion was made by Council member Hahn, second of Council member Johnson to accept the bid amount and proceed forward pursuant to Nebraska State Statutes. "Yes" Riley, Carlson, Hahn, Johnson. "No" None. Motion carried. Attorney Leef will work with CDD Mashek to start the process.

Attorney Leef provided an update on the issues with the building permit at 1366 2nd St. She has drafted an amended complaint to be submitted to the courts. The original building permit late fees payment arrangements are still unpaid after the last court date. The original building permit listed a basement, house and garage. The building permit applicant verbally told the office that he would not be doing the garage until a later date and would apply for a permit for the garage later. The applicant is refusing to apply for a new permit to put up the garage. A drawing and the dimensions of the new garage were not included on what was submitted with the original permit. A motion was made by Council member Hahn, second of Council member Riley to have Attorney Leef move forward with the filing of the documents with the courts. "Yes" Riley, Carlson, Hahn, Johnson. "No" None. Motion carried.

New Business:

Jim Hammond announced to the Council that he would be running for Deuel County Sheriff if the 2022 Election.

Aaron Stegeman and Todd Rust discussed the need to designate someone in charge of the electric and water departments. There needs to be one person as the main contact for the utilities. Aaron stated he wasn't comfortable being put in that position since he has only been employed by the city for approximately 18 months. Todd said he would like to be in charge of the departments. He's been with the city for 25 years and part of the elec/water department the last 8 years. A motion was made by Council member Riley, second of Council member Johnson to appoint Todd Rust as the Utilities Superintendent. "Yes" Riley, Carlson, Hahn, Johnson. "No" None. Motion carried.

Council discussed with Attorney Leef the steps that must be taken to annex an area into city limits. Attorney Leef provided council with information on the general requirements for annexation. The council would like to research the option of annexation more in depth and get some ballpark figures of what the difference would be putting some locations into city limits, versus not doing anything. There would need to be some changes to zoning regulations prior to starting any annexation process. A motion was made by Council member Hahn, second of Council member Johnson to table the discussion on steps for annexation to a future meeting. "Yes" Riley, Carlson, Hahn, Johnson. "No" None. Motion carried.

A motion was made by Council member Hahn, second of Council member Carlson to approve the Professional Services Agreement with Olsson & Associates for the 2022 Municipal Street Improvements Project. "Yes" Riley, Carlson, Hahn, Johnson. "No" None. Motion carried.

Mayor Brott recommended approving Jeff Palk with Olsson & Associates for the street superintendent for 2022. A motion was made by Council member Carlson, second of Council member Riley to appoint Jeff Palik from Olsson Associates as the City Street Superintendent for year 2022, from January 1, 2022 through December 31, 2022. "Yes" Riley, Carlson, Hahn, Johnson. "No" None. Motion carried.

Consideration was given to Resolution 2021-09, Signing of the Year-End Certification of City Street Superintendent 2021. A motion was made by Council member Carlson, second of Council member Hahn to approve Resolution 2021-09. "Yes" Riley, Carlson, Hahn, Johnson. "No" None. Motion carried.

RESOLUTION 2021-09

Resolution for the Signing of the Year-End Certification of City Street Superintendent 2021.

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 form; 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 interlocal 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 form 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 form by the Mayor or Village Board Chairperson.

Be it resolved that the Mayor of the City of Chappell is hereby authorized to sign the Year-End Certification of City Street Superintendent completed form(s).

Communications:

Council member Hahn asked if there was a timeline of when the lake dredging would be complete. He's had interested parties inquire about the goose hunting at the lake. Hahn will draft up a form for interested parties to complete in order to be considered for the goose hunting lottery program. Council member Riley will find out when the gentleman plans to be finished with the dredging.

Sheriff DeCoste asked if anyone had an update on getting the cameras out at the golf course. Council member Hahn stated that he hasn't been able to get in touch with the gentleman who was going to provide the estimates. DeCoste said he would reach out and see if he could make contact.

A motion was made by Council member Johnson, second of Council member Carlson to adjourn the meeting at 7:56 p.m. "Yes" Riley, Carlson, Hahn, Johnson. "No" None. Motion carried.

Steve Brott, Mayor

ATTEST:

Ashlea Bauer
City Administrator/Clerk