



AGENDA

Call Council Meeting to Order

Additions to the Agenda

Citizen Comments

Consent Agenda

1. Approve Minutes for Regular Meeting on 05-03-2016.
2. Approve Appropriation Ordinance #05-17-2016 in the amount of: \$24,765.30.
General Fund-\$9,123.52; Jubilee Fund-\$2,590.39; Sewer Utility-\$381.18; Water & Light-\$12,670.21.
3. Hiring of Returning Lifeguards: Marsena Irvine at \$8.25 per hour effective upon completion of certification thru September 5, 2016.
4. Hiring Miranda Gardner for part-time summer office staff at \$8.25 per hour and not to exceed 20 hours per week, effective May 17, 2016 thru September 1, 2016.
5. Arbor Day Proclamation for 2016

Fire Department

1. Report

Administration-City Clerk

1. 2017 Budget Workshop on June 4th.
2. Greg Wright June 21st.
3. Report

Administration-Superintendent

1. Report

City Attorney

1. Report

Old Business

1. Appointment of the Grocery Store Task Force.
2. Grant Manager-Contract Negotiation

New Business

1. Mayor's Planning Commission and Board of Zoning Appeal Appointments

Appropriation Ord. #05-17-2016

My Report Subtitle

Friday, May 13, 2016

Check	Vendor	Invoice ID	Invoice Description	Invoice Amount
-857	DIR OF TAX-SALES TAX	04/2016	April Sales Tax Return - Filing Pre-paid monthly (Includes	\$2,522.73
109040	Assurant Employee Benefits	05/2016	May Premium	\$90.10
109041	BTI	191149	roller, shaft, rod	\$256.14
109042	CIC	05/2016	Municipal Court System - Software, intallation/training, en	\$3,425.00
109043	COYLE INSURANCE AGENCY	05/2016	Bond for Swimming Pool Official	\$100.00
109044	Davis Electrical, Inc.	0042211	Security System Tree Site	\$40.00
109044	Davis Electrical, Inc.	0042400	Orange Wire Nuts	\$3.00
109044	Davis Electrical, Inc.	0042590	Trencher (Ohio Township Bldg. Water Service)	\$85.00
109045	EMG	4291	Key Account & Energy Consulting Agreement, additional h	\$1,856.12
109046	Foster & Associates, Planning Consultant	05/2016	planning services to administer z/r as interim zoning admi	\$199.82
109047	GOLDEN BELT TELEPHONE ASSN.	10503657	May Internet Service	\$127.95
109048	Hempel Oil	90784165	Police Dept. Fuel	\$372.76
109049	HARTER AUTO	04/2016	April Statement	\$698.15
109050	HD Supply Waterworks, Br. 226	F502337	ball curb	\$70.94
109051	Inspyr Entertainment	05/2016	2016 Jubilee Friday Night Entertainment (Fire Performanc	\$750.00
109052	J Harlen Co., Inc.	71864	Rope and howe wire tool	\$372.72
109053	KANSAS ONE-CALL SYSTEM, INC.,	6040467	12 Locates at 1.00	\$12.00
109054	KANZA CO-OPERATIVE ASSOCIATION	04/2016	April Statement	\$773.76
109055	Lockton Companies, LLC	6900570	General Liability - Commercial - Jubilee Glow Race Event	\$225.00
109056	Northern Tool and Equipment	4701028512	1/2" Hammer Drill	\$99.00
109057	OFFICE PRODUCTS, INC.	L87734	Ink for Utility Clerk printer	\$72.98
109058	PIONEER TANK & STEEL INC.	20608	8 1/4" dia circles; 3/16 steel with 2-15/16 holes & 1 -9/16 h	\$196.00
109059	RC Computers LLC	2016-074	Power Plant: Set up Jeff's Office Outlook e-mail to sync wi	\$75.00
109060	S & S Tire Inc.	1839	225-75R15 STC High Run, tire disposal fee, and tube	\$132.50
109061	SALINA SUPPLY CO	S100051781-	valve,nibco,old r/w, milwaukee, bob cox delivery fee	\$184.75
109062	SCHULZ CLEANING SERVICE	05/2016	City Hall and Witt Cleaning Agreement	\$500.00

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Check	Vendor	Invoice ID	Invoice Description	Invoice Amount
109063	South Central Pawn Inc.	282318	medium sized fridge	\$80.63
109064	ST. JOHN LUMBER CO., INC.	04/30/2016 EI	April Statement - Electrical - lag bolt; coupling, pvc adapt,	\$41.70
109064	ST. JOHN LUMBER CO., INC.	04/30/2016 P	April Statement - Parks - drain cleaner; pvc union/bushing	\$76.84
109064	ST. JOHN LUMBER CO., INC.	04/30/2016 P	April Statement- Power Plant - card; 15" tie down strap	\$13.52
109064	ST. JOHN LUMBER CO., INC.	04/30/2016 W	April Statement - Water Dept. Lock for west well; sn58r01	\$13.88
109064	ST. JOHN LUMBER CO., INC.	04/30/2016-S	April Statement - Sewer - slip pvc ball, coupling, bushings,	\$41.78
109065	Stafford County Clerks' Office	050316	March Gas Bill	\$35.23
109065	Stafford County Clerks' Office	MARCH	March Utility Bill	\$61.53
109066	STANION WHOLESALE ELE CO	4078463-00	Thimble	\$124.44
109066	STANION WHOLESALE ELE CO	4080562-00	square lights	\$482.91
109066	STANION WHOLESALE ELE CO	4080562-01	square boxes	\$177.59
109066	STANION WHOLESALE ELE CO	4080562-02	reducer, mogul socket	\$124.15
109067	Stull, Beverlin, Nicolay, & Haas, LLC	13187	April Services	\$2,793.50
109068	SUNFLOWER TRAILER SALES	23982	Rubrail	\$8.60
109069	Tanya White	05/2016	2016 Jubilee Street Dance	\$950.00
109070	TAYLOR PRINTING INC.	28540	#10 Window Envelopes-Self Seal Tinted Artwork	\$225.00
109071	The Sherwin-Williams Co.	4920-8	Paint for pool	\$335.83
109072	THE ST JOHN NEWS	03/30,04/11,1	Rabies Clinic, Beer Garden, Clean Up Ads; Legal resoluti	\$370.50
109073	Unifirst Corporation	240 0626665	Electric Dept. Uniforms	\$40.40
109073	Unifirst Corporation	240 0627944	Laundry Supplies	\$36.83
109073	Unifirst Corporation	240 0628197	Electric Dept. Uniforms	\$40.40
109073	Unifirst Corporation	240 0628204	Reuben, Chris, & Champ Uniforms	\$30.85
109073	Unifirst Corporation	240 0629650	Electric Dept. Uniforms	\$40.40
109074	VERIZON WIRELESS	3403324989	WiFi Hotspot for Electric Dept.	\$73.61
109075	VISA	04/29/16 Car	Card #0695 - Late Fee, Flashlight, Annual KACP Spring C	\$214.99
109075	VISA	04/29/16 Car	Card #0711 - Meal while at Sewer training;V-Belt;Uniform	\$848.84
109075	VISA	04/29/16 Car	Card #0679 - Polyplus rope & tackle block set;transformer	\$818.81
109076	Vonfeldt, Bauer & Vonfeldt, Chtd.	05/2016	review 12/31/2015 financial stmts and audit work papers,	\$2,990.67
109077	WEIS FIRE & SAFETY EQUIP. CO.	151258	pump test certification - 2002 luverne	\$430.45
				\$24,765.30

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CALL TO ORDER

Mayor Juliann M Owens called the regular meeting of the St John City Council to order on Tuesday, May 3, 2016 at 7:00 pm.

Tom Harrison opened the meeting with prayer.

ATTENDANCE

Present were Mayor Juliann M Owens and council members Shari Williamson, Marshal Sanders, Mark Bryant, Troy Hanson, and Bobby Stimatze.

Staff members present were LaDona S Garcia, City Clerk; Cory Tagtow, City Superintendent; John D Beverlin II, City Attorney; and Cheslie Keck, City Health Inspector.

Meeting was filmed by Carol Riegel from the Sandyland Shepherd Center and was covered by Terry Spradley with The St. John News.

Citizens present were Mary Pat Haddican, Stephanie Smith, Sid Arpin with BG Consultants, INC; Geneie Andrews with GIS Workshop; Isabella Martinez-Haskins, Tonya Sanders, Misty Newell, Robert Toot, Austin Towers, Jeremy Crockett, and Josue Ramirez.

ADDITIONS TO THE AGENDA –

1. Under New Business with the grocery store committee- Executive Session pursuant to the preliminary discussions relating to the acquisition of real property.
2. Under Administration-Superintendent-Hire of David Heller for Maintenance Worker at \$12.00 per hour

Marshal Sanders moved to approve the additions to the agenda with no additions. Seconded by Bobby Stimatze. No Discussion. Motion Carried 5-0

CITIZEN COMMENT-NO COMMENTS

CONSENT AGENDA

Mark Bryant moved to approve the consent agenda which included the following items:

- A. Approve Minutes for Regular Meeting on 04-19-2016.
- B. Approve Appropriation Ordinance #05-03-2016 in the amount of: \$84,739.65.
General Fund-\$9,292.65; Solid Waste Collection-\$9,246.43; Sewer Utility Fund-\$403.71; Water & Light-\$61,655.86; Equipment Reserve-\$4,141.00.
- C. Hiring of Returning Lifeguards: Katrena Brown, Kerisa Brown, Kourtney Brown, Alyson Smith, Quincy Smith, Cole Kinnamon at \$8.25 per hour effective May 3, 2016 thru September 5, 2016.
- D. Hiring New Lifeguards: Preston Miller, Jackie Rios, Melissa Williamson, and Shayla Garcia at \$7.25 per hour and Kate Graber as Assistant Pool Manager at \$8.50 per hour effective upon completion of certification thru September 5, 2016.
- E. Hiring of Gerardo Calleros for Seasonal employee for \$8.50 per hour effective May 3rd, 2016.

Seconded by Marshal Sanders. No Discussion. Motion Carried 5-0

POLICE DEPARTMENT-NO REPORT

FIRE DEPARTMENT-NO REPORT

ADMINISTRATION – CITY CLERK

City Clerk LaDona S Garcia explained the need for software to maintain Municipal Court Records, currently the records are manually maintained. She presented a proposal from Computer Information Concepts (CIC) for \$3,425.00 for initial application which would cover hardware/ software, training, and for subsequent years would be at a rate of \$365.00

Troy Hanson moved to approve CIC proposal for the installation of Municipal Court Software for \$3,425.00 for the first year and \$365.00 for subsequent years. Seconded by Mark Bryant. Discussion. Motion Carried 5-0

Garcia presented Doris Tompkin's Special Event Cereal Malt Beverage License for approval and assignment of city fee. Tompkin's intends to use the license on Friday May 27th, 2016 for the beer garden during the Jubilee with an alternate rain out date of Saturday, May 28th, 2016. Mayor Owens presented an email that she received from a concerned citizen regarding alcohol consumption during the Jubilee.

Troy Hanson moved to approve Doris Tompkin's Special Event Cereal Malt Beverage License for Friday, May 27th, 2016 with an alternate rain out date of May 28th, 2016 charging a \$ 100 city license fee and \$25.00 CMB Stamp Fee. Seconded by Bobby Stimatze. Discussion. Motion Carried 5-0

ADMINISTRATION – SUPERINTENDENT

Geneie Andrews with GIS Workshop presented her proposal for the development of a City WebGIS Site and implementation of SimpleSigns Sign Inventory Management Software with initial set-up cost of \$10,100.00 and an annual costs of \$3,900.00. There was discussion between Geneie, Council, Mayor, and City Superintendent. This issue was tabled until June 7th, 2016 meeting, to allow Geneie time to generate a proposal for her company to collect the initial data compared to the cost for the city to collect.

Sid Arpin with BG Consultants, INC presented the Letter of Recommendation for Award which indorses Mansel Construction, INC as contractor for the 2016 Sidewalk Improvements Project No. 15-PF-070 in the amount of \$144,604.00 plus items 2 and 5 equaling \$151,704.00 There was discussion between Council, Mayor, Cory, and Sid.

Troy Hanson moved to accept Mansel Construction, INC bid of \$151,704.00 base plus alternates 2 and 5 for the 2016 Sidewalk Improvements CDBG Project no. 15-pf-070 and to authorize the Mayor to sign said contract when it becomes available. Second by Shari Williamson. No Discussion. Motion Carried 5-0.

Cory Tagtow, City Superintendent presented his recommendation of hiring David Heller for the full time maintenance worker position at \$12.00 per hour effective May 3rd, 2016.

Mark Bryant moved to approve the hiring of David Heller for the full time Maintenance Worker at \$12.00 per hour effective May 3rd, 2016. Seconded by Marshal Sanders. No discussion. Motion Carried 5-0.

CITY ATTORNEY-

City Attorney, John D Beverlin II reminded council on how to conduct the public hearing and stated the facts about the properties involved. Prior to the hearing, Javier Flores, owner of 302 E Hoole, made contact with Beverlin. Flores' property was cited in violation of city codes 8-506(t), 8-507, 8-508 (3), and 8-508 (4). Beverlin reported Flores has made significant improvement to his property, and his recommendation is to dismiss the citation until Chelsie Keck, City Health Inspector can access the inside of the structure.

Beverlin and Keck both presented their recommendation regarding 213 S Broadway. This property was cited in violation of city codes 8-508 (3), 8-508 (4), 8-508 (8), and 8-509 (1). Mayor Owens opened the public hearing regarding 213 S Broadway, requesting any interest owner to speak on the property. Robert Toot, one of the owners presented his evidence towards not condemning his property. Mayor Owens closed the public hearing. There was discussion with council. The census of the council was to keep the public hearing open and reevaluate 213 S Broadway in 30 days, allowing Toot to make additional improvements to his property. Afterwards, Cory Tagtow, City Superintendent will inspect the property and report back to council on the following council meeting.

OLD BUSINESS-NO REPORT

NEW BUSINESS-

Beverlin inquired about the scheduling of visiting the Hometown Market, council will review options and will be in touch with Beverlin about their decision.

Tonya Sanders reported on prior grocery store committee meetings. Sanders discussed the pros and cons of properties in town which would be available for a grocery store. After investigating other cities in our same situation, Misty Newell conveyed her findings. Tonya voiced her recommendation on how the committee should move forward and asked for guidance on this issue from council. There was discussion between Council, Tonya, and Misty.

Troy Hanson moved for a ten min executive session pursuant to preliminary discussions relating to the acquisition of real property to include Tonya Sanders, Mayor, Council, and City Attorney in order to discuss the possibility of acquiring property for a grocery store with the open meeting to resume in the city council chamber at 8:32 pm. Seconded by Mark Bryant. No Discussion. Motion Carried 5-0.

Tonya recommended restructuring the grocery committee and replacing it with a task force. The task force will be comprised of appointed members from the mayor and council. The grocery store committee would be more they happy to assist the city in providing information to the public about the upcoming sale tax election. The consensus of the council was to create a task force with a limit of 5 appointed members to replace the grocery store committee. Council will make their recommendation to the Mayor so they can be appointed at the next council meeting.

Marshal Sanders suggested hiring a Grant Manager for the City. His recommendation is to hire Lisa Cornwell at \$30.00 an hour with no bonus for getting a grant or a flat fee of \$600.00 a month. This issue was tabled to next meeting to allow clarification on contract details with Lisa Cornwell.

Troy Hanson stated he requested Garcia to contact Greg Wright to inquire about recommendations on adjusting the commercial electrical rates. Garcia presented Wright's recommendation. The consensus of the council is to have Wright return to council for further discussion on his recommendations.

Mayor Owens inquired about scheduling a 2017 budget workshop in June. The consensus was to schedule it for June 4th.

With no further business Shari Williamson moved to adjourn the meeting at 8:56 pm. Seconded by Mark Bryant. No discussion. Motion Carried 4-1. Troy Hanson opposed.

Next regular council meeting will be Tuesday, May 17th, 2016 at 7:00 pm.

Juliann M Owens, Mayor

LaDona S Garcia, City Clerk

Arbor Day Proclamation

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and Arbor Day is now observed throughout the nation and the world, and

Whereas, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal, and

Whereas, St. John has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting practices

NOW, THEREFORE, I, Juliann M. Owens, Mayor of the City of St. John, do hereby proclaim May 17th, 2016, as Arbor Day in the City of St. John, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 17th day of May, 2016

Mayor Juliann M. Owens