

City of St. Paul Regular Meeting
704 6th Street
St. Paul, NE 68873

Monday, December 19, 2022

A meeting of the Mayor and City Council of the City of St. Paul, Nebraska was held at City Hall in said City on Monday, December 19, 2022, at 7:00 p.m. Present were Mayor Joel M. Bergman and Council members Katie Kowalski, Chuck Schmid, Mike Feeken and Bill Peters. Absent: None. Notice of the meeting was given in advance thereof by publication in the Phonograph Herald, a legal newspaper published in said City and County. Notice of the meeting was also posted in four (4) public places. Notice of this meeting was communicated in the advance notice. All proceeds thereafter shown were taken while the convened meeting was opened to the attendance of the public.

Mayor Bergman opened the meeting at 7:00 p.m. with the "Pledge of Allegiance" and thanking the public for attending and announcing that the City of St. Paul abides by the Open Meetings Act, which is posted on the west wall as required by Nebraska State Law §84-1407 through §84-1414. Mayor Bergman also stated that the City Council may vote to go into Closed Session on any agenda item as allowed by NE State Law §84-1410.

Individuals who have appropriate agenda items for City Council consideration should complete the "Request for Future Agenda Items" form located at the City Office. If the issue can be handled administratively without Council action, notification will be provided. If the item is scheduled for a meeting or study session, notification of the date will be given. Also, any City patrons that are requesting "Public Records" or have "Questions or Concerns" in regard to the City, they need to be submitted in writing to the City of St. Paul, so that it can be addressed appropriately. These forms are available online, in a file folder on the back wall of the Council Chambers or at the City Office.

There was an opportunity for individuals wishing to provide input on any of tonight's agenda items. Those individuals were asked to reserve time to speak; per Mayor Bergman, there will be a five (5) minute limit per person on speaking.

Keely Butcher, Howard County Medical Center's Foundation and Marketing Director was present to provide an overview of the Civic and Community Center Financing Fund (CCCCF) "Letter of Intent" and grant conditions. The "Letter of Intent" is required to be submitted prior to January 15, 2022. Council member Schmid moved to approve Mayor Bergman signing the "Letter of Intent" regard the Civic and Community Center Financing Fund (CCCCF) grant, with the stipulation that the City of St. Paul has no ownership of the Wellness and Therapy Center, along with the City not being required to provide a grant match; Ms. Butcher will research the two (2) stipulations. The estimated total project budget is \$8 million. The City has reviewed the grant maximum schedule and will apply for \$562,000. The City is aware that if awarded, CCCCFF monies cannot account for more than fifty percent (50%) of the total project costs and has a general accounting system in place to track project costs. The City's local contact for the application is Keely Butcher at the Howard County Medical Center. Council member Katie seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0.

Laura Berthelsen, City of St. Paul Deputy Clerk was in attendance to provide the Mayor and Council member's information regarding the ARPA Rural Workforce Housing Land Development Grant project. The City is working with the South Central Economic Development District (SCEDD) and the St. Paul Development Corp. (SPDC) to apply for a \$1,000,000 grant from the NE Dept. of Economic Development. The purpose of the grant is to provide funding for communities to either demolish or rehabilitate vacant properties to be utilized for future workforce housing. The application is due in mid- January 2023, and requires no matching funds. The grant is a reimbursement based grant, therefore, the City would have to pay the upfront cost to acquire properties and to either demolish or rehabilitate existing structures. The City will be reimbursed for the costs associated with the project, which is anticipated to

take between 30 and 45 days after paperwork is submitted. All projects associated with the grant must be completed by December 31, 2026. The City has developed a list of potential properties that need to be addressed; all are vacant properties. Most of the properties have had utilities shut off for years and have been declared a nuisance. The goal is to clean up the properties and turn them "pad ready" for a contractor or for a future property owner to build a house or duplex on within a specified amount of time.

Council member Feeken moved to approve Resolution 2022-25 authorizing the City to apply for a \$1,000,000 ARPA Rural Workforce Housing Land Development grant to demolish or rehabilitate vacant property for future workforce housing. The City of St. Paul is an eligible municipality located with one (1) of the forty-one (41) rural counties determined by the NE Dept. of Economic Development to be disproportionately impacted by the COVID-19 pandemic and is an eligible municipality to file such application. The Mayor is authorized and directed to proceed with the formulation of any and all contracts, documents or other memoranda between the City of St. Paul and the NE Dept. of Economic Development for the grant application. Council member Schmid seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0.

Council member Kowalski moved to approve disbursing \$3,000 from the Keno fund to the St. Paul Chamber of Commerce for Marketing & Promotions; a quarterly report will be submitted to show expenses. Before any Chamber of Commerce funds are expended over \$3,000, the invoice will be reported to Council member Kowalski. Council member Schmid seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0.

Council member Feeken moved to approve Consent Agenda Items: (1) November 2022 Treasurer's Report; (2) December 5, 2022 (regular) Council minutes; and (3) December 19, 2022 disbursements. Council member Peters seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0.

Disbursements December 19, 2022

Aurora Cooperative (fuel)	1330.95
Awards Plus (supplies)	65.75
Black Hills Energy (natural gas)	2075.38
Bound Tree (supplies)	219.03
Charter Spectrum (service)	230.17
City Lights (utilities)	8091.28
Clearly (telephone)	194.41
Consolidated Mgmt (meals)	225.90
COR Managed Svcs (service)	1376.00
Custer County Recycling (service)	44.00
Custom Cage (supplies)	1075.00
Elmwood Cemetery (service)	100.00
Entech Pest Mgmt (service)	85.00
Hach Company (service)	499.49
Hawkins (chemicals)	3310.65
Heartland Disposal (service)	6412.38
Heritage Bank: Utility Billing ACH Fee	25.00
Homestead Bank (fees)	23.00
Hometown Market (supplies)	6.02
Howard County Register of Deeds (fee)	30.00
Howard Greeley RPPD (utilities)	126639.60
Interstate Batteries (supplies)	70.20
Jim's Champlin (fuel)	2037.59
Justice Data Solutions (service)	1800.00
Lower Loup NRD (supplies)	18.75
Macqueen Equipment (supplies)	2737.31
Menards (supplies)	109.95
Mid-Nebraska Disposal (service)	3819.40
NE Dept of Revenue: Sales & Use Tax Submittal (Form 10)	12114.42

Olsson (service)	11245.98
One Call Concepts (service)	19.92
Open Caret (service)	200.00
Parts Bin (supplies)	192.96
Phonograph Herald (publications, subscription)	2425.45
Quick Med Claims (service)	563.63
Regional Care (service)	93.50
Road Builders Machinery (supplies)	76.58
Robinson, Grady (mileage, meal)	44.00
S E Smith & Sons (supplies)	69.92
Schaper & White (service)	874.99
St Paul Veterinary Clinic (service)	210.00
T & R Electric Supply (repair)	941.30
TASC (fees)	1327.24
Thiel Tire (service)	83.88
Twin Loups Mutual Aid (service)	561.60
US Post Office (postage)	705.00
<u>Non-General Disbursements</u>	
Light Insured Cash Sweep (ICS): from Howard Greeley REA	37985.90
Production Cost Adjustment (PCA)	
Sales Tax: Wroblewski Trust Account: Elstermeier Land	16726.16
Keno: Dana F. Cole & Co: 2021-2022 Final Keno Audit Pymt	400.00
Sales Tax: Schaper & White: Sales Tax Ordinance Legal Fee	335.42
Sales Tax: St Paul Development Corp: Oper. Funds	35000.00

Council member Schmid moved to approve Jade Stethem's hourly wage of \$21.36 effective immediately, due to the completion of the NE Law Enforcement Training Academy on Wednesday, December 14, 2022. Council member Kowalski seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0.

A brief discussion ensued pertaining to a nepotism issue regarding St. Paul Police Officer Jon Howard. Part-time Police Officer Jon Howard is the father of Chief of Police Dan Howard. Chief of Police Dan Howard is requesting that Police Officer Jon Howard move to a full-time City Police Officer position; this is due to Police Officer Jon Howard's qualifications and experience. Mayor Bergman stated that City Clerk Beck called Frank Daily with the NE Accountability and Disclosure office in Lincoln, NE concerning the issue. Mr. Daily stated that it is permissible to hire an immediate family member per NE State Statute §49-1425 (Definition of immediate family) and §49-1499.04 (Political subdivision; employment of family member; when; exception). If the parent is not a dependent or is not being claimed on the Federal Income Tax form, then the parent is not an immediate family member. An "Employment of Immediate Family Members Disclosure Statement" form will need to be completed for proper disclosure to the City of St. Paul pertaining to the issue. Chief of Police Dan Howard stated that Police Officer Jon Howard will be training for the Field Training Officer (FTO) position. Council member Schmid moved to approve Police Officer Jon Howard as a full-time City Police Officer, with a beginning hourly wage of \$24.00 effective immediately; the wage is based off of qualification and experience. The hourly wage will be revisited after Police Officer Jon Howard's six (6) month probationary period has been completed (June 20, 2023). Council member Feeken seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0. Police Officer Jon Howard's disciplinary action will be the authority of Mayor Joel M. Bergman.

Council member Kowalski moved to approve paying Rice Electric LLC invoice in the amount of \$4,505 regarding the St. Paul Civic Center's gym lights from the keno funds. Council member Feeken seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0. Utility Superintendent Helzer has five (5) LED High Bay lights in inventory at this time for the Civic Center gym.

Council member Schmid moved to approve removing the east Howard Avenue "St. Paul Sign" and donating it to the Howard County Historical Village to properly display. Council member Kowalski seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0.

Council member Feeken moved to approve the transfer of City of St. Paul funds: (1) City Heritage Bank utility billing transfer out in the amount of \$300,000 to the City Homestead Bank General account to pay City disbursements; and (2) City Sales Tax Money Market transfer out in the amount of \$50,000 to the City Sales Tax Checking account in the amount of \$50,000 to pay Street Motor Vehicle Tax and 25% Infrastructure, etc. Council member Schmid seconded the motion. Council members Kowalski, Schmid, Feeken & Peters voted aye, nays none. Motion carried 4/0.

Utilities Superintendent Helzer updates included: (1) City Street crew is preparing for the upcoming snow and wind storm; (2) Big Iron current bids are \$600 for the Sewer Flusher and \$480 for the Sewer Vac; and (3) City Water nitrates are extremely low.

Chief of Police Howard updates: (1) City Police Officer Jade Stethem graduated on Wednesday, December 14, 2022 from the NE Law Enforcement Training Center (NLETC); and (2) a nuisance complaint was delivered to 1220 Farnum Street on Monday, December 19, 2022.

No updates from the Council members.

Mayor Bergman updates: (1) On December 14, 2022 City Clerk Beck attended a League Association of Risk Management (LARM) Board of Directors meeting; Council members can review LARM minutes at the City Office; (2) Rutjens Construction is covering the General Liability insurance up to the completion of the Wastewater Treatment Facility (WWTF); League Association of Risk Management (LARM) is also carrying \$500,000 during the construction of the facility; (3) Piper Jaffray (Brad Slaughter) will be contacting City Clerk Beck to sign documents in setting the interest rate for the new Fire Station this Tuesday or Wednesday; (4) the next two (2) Council meetings will be Tuesday, January 3, 2023 and Tuesday, January 17, 2023, due to the first of the year holidays; (5) snow clearing procedures; and (6) Verizon cell contract; the City has not received any payments since May 2022; this continues to be work in progress.

Public Announcements: Mayor Bergman stated that the City Office will be closed at 12:00 p.m. (noon) Friday, December 23, 2022, due to the Christmas holiday.

Mayor Bergman adjourned the City Council meeting at 7:52 p.m.

Date

January 3 2023

Joel W. Bergman, Mayor

Connie Jo Beck, City Clerk/Deputy Treasurer