

ALLIANCE CITY COUNCIL

REGULAR MEETING, TUESDAY, FEBRUARY 5, 2019

STATE OF NEBRASKA)
)
COUNTY OF BOX BUTTE) §
)
CITY OF ALLIANCE)

The Alliance City Council met in a Regular Meeting, February 5, 2019, at 7:00 p.m. in the Board of Education Meeting Room, 1604 Sweetwater Avenue, Alliance, Nebraska. A notice of meeting was published in the Alliance Times Herald on January 30, 2019. The notice stated the date, hour and place of the meeting, that the meeting was open to the public, and that an agenda of the meeting, kept continuously current, was available for public inspection at the office of the City Clerk in City Hall; provided the Council could modify the agenda at the meeting if it determined an emergency so required. A similar notice, together with a copy of the agenda, also had been delivered to each of the City Council Members. An agenda, kept continuously current, was available for public inspection at the office of the City Clerk during regular business hours from the publication of the notice to the time of the meeting.

Mayor Dafney opened the February 5, 2019 regular meeting of the Alliance, Nebraska City Council at 7:00 p.m. Present were Mayor Dafney, Council Members Mischnick, Jones, Reynolds and Bentley. Also present were City Manager Kuckkahn, Finance Director Waggener, City Attorney Shaver and City Clerk Jines.

- Mayor Dafney read the Open Meetings Act Announcement.
- Council was introduced to the City’s new employees: Amber Kelly, Public Safety Dispatch Supervisor and Steve Engelhaupt, Public Transit Driver.
- The first action for Council was to proclaim that the week of February 18, 2019 as Point of Rock Chapter, National Society Daughters of the American Revolution Week. Mayor Dafney read the following proclamation:

PROCLAMATION

WHEREAS, February 22, 2019, marks the 100th anniversary of the founding of the Point of Rock Chapter, National Society Daughters of the American Revolution, to honor the memory and the spirit of the men and women who achieved American independence; and

WHEREAS, The history of our United States is filled with significant events and stories of brave explorers and settlers who struggled to found a nation that embraced concepts of liberty and opportunity; and

WHEREAS, Over the past one hundred years its members have fulfilled this chapter's mission to promote historic preservation, education and patriotism; and

WHEREAS, It is fitting and proper to recognize Point of Rock Chapter and its memorable anniversary.

NOW, THEREFORE, I, Mike Dafney, Mayor of the City of Alliance, Nebraska, do hereby proclaim the week of February 17 - February 23, 2019 as:

POINT OF ROCK CHAPTER, NSDAR WEEK

and encourage residents to reflect on their heritage and serve others as an outward expression of appreciation for the privilege of U.S. citizenship.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Alliance to be affixed on this 5th day of February in the year of the Lord Two Thousand Nineteen.

- The Consent Calendar was next on Council's agenda. A motion was made by Councilman Reynolds, seconded by Councilman Bentley to approve the Consent Calendar as follows:

CONSENT CALENDAR – FEBRUARY 5, 2019

1. Approval: Minutes of the Regular Meeting, January 22, 2019.
2. Approval: Payroll Costs for the period January 12 through January 25, 2019: \$315,886.27.
3. Approval: Claims against the following funds for the period of January 17 through January 31, 2019: General, General Debt Service, Trust and Agency, Street, Electric, Refuse Collection and Disposal, Sanitary Sewer, Water, Golf Course, Downtown Improvement Districts, R.S.V.P., Keno, and Capital Improvement; \$163,414.84.
4. Approval: The issuance of a Cemetery Certificate for the Northeast Quarter (NE¼) Lot Four (4), Section Three (3), Block One (1), Original Plat to the Alliance Cemetery to Lari D. Herman, Thompson D. Herman, Teal D. Hollmann.
5. Approval: Resolution No. 19-06 entering into a Lease Agreement with the Nebraska Forest Service for a Single Engine Air Tanker (SEAT) Base.
6. For Your Information: Charter Communications (Spectrum) has announced effective on or after February 21, 2019, pricing will be adjusted for the following residential video service: Broadcast TV Surcharge will change from \$9.95 to \$11.99.
7. Approval and Acceptance: Certificate of City Clerk reporting the results of the retirement committee ballot election for the Police Pension Plan.

NOTE: City Manager Kuckkahn has reviewed these expenditures and to the best of his knowledge confirms that they are within budgeted appropriations to this point in the fiscal year.

Any item listed on the Consent Calendar may, by the request of any single Council Member, be considered as a separate item in the Regular Agenda.

Roll call vote with the following results:

Voting Aye: Dafney, Mischnick, Reynolds, Jones, Bentley.

Voting Nay: None.

Motion carried.

- The second reading of Ordinance No. 2879 which will update the language to the Municipal Code of Chapter 18, Article X regarding unarmed sports was next for Council's consideration.

A motion was made by Councilman Reynolds, seconded by Councilman Bentley to approve the second reading of Ordinance No. 2879. City Clerk Jines read the ordinance by title which following in its entirety:

ORDINANCE NO. 2879

AN ORDINANCE OF THE CITY OF ALLIANCE, NEBRASKA, AMENDING THE MUNICIPAL CODE SECTION 18-413 TO AMEND THE PROVISIONS RELATED TO UNARMED SPORTS, AND REPEALING PRIOR PROVISIONS OF THE MUNICIPAL CODE THAT ARE INCONSISTENT WITH THIS ORDINANCE, PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION IN PAMPHLET FORM.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALLIANCE, NEBRASKA:

SECTION 1. Section 18-413. - Restrictions, within Article X. – Unarmed Sports of the City of Alliance, Nebraska Municipal Code is hereby amended in its entirety the following:

Unarmed Combat sports and unarmed combat competitions, which mean those activities and events under the direction, management, control, and jurisdiction of the Nebraska State Athletic Commission, are prohibited in the law enforcement jurisdiction of the city, unless the sports or competitions' promoters, managers, seconds, contestants, attending physicians, referees, matchmakers, judges, timekeepers, and other persons subject to licensure are properly registered, licensed, and permitted by the state athletic commissioner, pursuant to R.R.S. 1943, §§ 81-8,128-81-8,142.01 and all applicable regulations as may exist from time to time.

SECTION 2: This Ordinance shall become effective upon its passage, approval and publication, and shall be in pamphlet form.

Roll call with the following results:

Voting Aye: Mischnick, Dafney, Bentley, Reynolds, Jones.

Voting Nay: None.

Motion carried.

- Next before Council was consideration of a recommendation for an essential air service carrier for the Alliance Airport. Council was provided with the following background information:

[The Department of Transportation solicited proposals from carriers to provide Essential Air Service at Alliance and/or Chadron on October 31, 2018. The current contract with Boutique Air expires on May 31, 2019 and a new contract period begins June 1, 2019. The Department of Transportation received proposals from two carriers:

- Boutique Air
- Denver Air Connection

Alliance Municipal Airport worked with Volaire Aviation Consulting to obtain interest from airlines and was pleased to have two carriers interested in providing air service to Alliance.

The airport "Fly Alliance" marketing group, one city council member, and two "frequent flyers" were brought together as the core group to analyze the proposals. The group used the same priority list of criteria that was developed during the selection process in 2015. The airport's air service consultant, Mike Mooney, supplied a list of questions for each carrier. The core group added questions to the list supplied by the consultant and this master list was given to each carrier. Alliance invited both airline carriers to come for a visit. These visits took place January 14th and 15th and both carriers did visit. During the visit the carriers had a chance to tour the airport facilities, visit with Heartland Aviation (fixed based operator), and meet with the airport's core group.

Boutique Air is based in San Francisco, California. Boutique utilizes an 8 seat, modern, pressurized PC-12 aircraft. Boutique Air has offered the community two different schedule options and current pricing will remain where seats could start at \$49 and increase after that. Boutique does have code-share with United and Alliance will soon see a ticket and baggage agreement with American. Boutique Air is currently operating 16 different Essential Air Service communities and 5 others. Alliance has experienced increased enplanements since service began in July, 2015. Boutique Air has a high completion rate however their on-time performance is lacking. Alliance has never made a secret of wanting their own dedicated planes along with a desire for early morning departures from Alliance and late departures out of Denver to come back home. Boutique has just recently

offered to have the plane over-night in Alliance, however there is concern about Boutique's ability to keep that in place long term.

Denver Air Connection (DAC) is based in Englewood, Colorado. Denver Air submitted four different bids, however Alliance is only able to consider and make decisions based on Alliance as a stand along option. Denver Air will fly a Metroliner 23 which is a 19-seat pressurized twin engine turboprop. Denver Air will configure this plane with 9 seats offering first class leg room and a cargo bay that would accommodate all of our passenger's luggage. The pricing will be the same structure as Boutique has used with seats beginning at \$49 and final seats sold as refundable \$89 tickets. Denver Air has obtained a ticket and baggage agreement with United which will be fully implemented in the next two months. Denver Air Connection does not operate any Essential Air Service communities but does operate in five different communities along with providing service to 30 NCAA sports teams. Denver Air Connect has operated scheduled air service from Sheridan and Riverton, Wyoming to Denver since 2015. During this period, these communities have enjoyed 99.6% completed flights with an impressive 94.91% on-time performance record. Denver Air Connection is going to dedicate two planes specifically to Alliance which would enable Alliance to always have a plane available for operations. Denver Air Connect works closely with all communities it serves for marketing and schedules to ensure success.

The final step was evaluating each carrier based on the priority list which consisted of:

1. Reliability
2. Pricing
3. Schedule
4. Simplicity
5. Communication or responsiveness of the airline
6. Tourism
7. Marketing
8. Economic Impact
9. Comfort of Aircraft

Each carrier was rated on each priority with points decided on by the entire group. With this process completed with reliability being the major difference, the core group unanimously voted that Denver Air Connection will be the best choice for providing air service in Alliance.]

A motion was made by Councilman Bentley, seconded by Mayor Dafney to approve Resolution No. 19-07 which follows in its entirety:

RESOLUTION NO. 19-07

WHEREAS, The City of Alliance owns and operates the Alliance Municipal Airport which provides commercial air service; and

WHEREAS, The Department of Transportation has solicited proposals from carriers to provide Essential Air Service to Alliance, Nebraska; and

WHEREAS, Our current carrier's contract to provide Essential Air Service ends May 31, 2019; and

WHEREAS, Two carriers submitted proposals which were evaluated and rated by our Airport Manager and individuals interested in the commercial air service provided to Alliance; and

WHEREAS, Based on the evaluations and interviews with the two carriers the group is recommending the selection of Denver Air Connection to the Department of Transportation to provide Essential Air Service for Alliance.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Alliance, Nebraska, that Denver Air Connection be recommended to the Department of Transportation to provide Essential Air Service to the Alliance Municipal Airport.

Councilman Bentley thanked all of the volunteers who served on the recommendation committee for the evaluation of the air carriers along with staff. Airport Manager Lynn Placek provided an overview to the Council of the evaluation process and described the differences in the aircrafts being offered.

Roll call with the following results:

Voting Aye: Mischnick, Dafney, Bentley, Reynolds.

Voting Nay: Jones.

Motion carried.

- Council next reviewed the request of the Alliance Housing Authority to waive their Payment In Lieu of Taxes requirement in the amount of \$8,259.10. Two versions of Resolution No. 19-08 were prepared for Council's consideration. The following background information was provided:

[The Alliance Housing Authority has requested the waiver of their payment in lieu of taxes (PILOT) to the City of Alliance. In past years, the Alliance Housing Authority was requested to go to each taxing entity to make said request. Based on a legal review, the City Council has authority to consider the full waiver which is based on 10% of the Housing Authority's gross revenue each year. Ms. Klemke states that gross revenue in this case is defined as the tenant contributions paid to

each agency. The total amount due this year is \$8,259.10 which is down again from \$9,026.78 last year.

The PILOT breakdown for each tax entity is as follows:

Taxing Entity	Levy	Allocation
Alliance Public Schools	1.101907	\$ 4,858.81
City of Alliance	0.335341	\$ 1,478.67
Box Butte County	0.301716	\$ 1,330.40
Western Nebraska Community College	0.098900	\$ 436.10
Natural Resource District	0.016142	\$ 71.18
Educational Service Unit 13	0.013990	\$ 61.69
Box Butte Ag Society	0.005047	\$ 22.25
Totals	1.873043	\$ 8,259.10

The purpose of the “payment in lieu of taxes” is to provide financial support to the governmental entities, similar to that of which a homeowner pays in property taxes. As there is a cost associated with the delivery of services to the City, the Schools, the County and others, staff is uncomfortable recommending the waiving of the “payment in lieu of taxes” as provided for by the Department of Housing and Urban Development.

The Alliance Housing Authority is requesting that if a full waiver is not Council’s desire, that a 50% waiver be granted (\$4,129.55) to be set aside for the future construction of a playground equipment at their Big Horn Avenue property. They estimate the playground project to be between \$30,000 and \$60,000 depending on style, plus surfacing and labor. This is the option Council chose two years and \$4,861.26 is being held in a separate account for this purpose. Last year the Council denied the waiver in full.]

A motion was made by Councilman Bentley, seconded by Councilman Reynolds to approve Resolution No. 19-08B which follows in its entirety:

RESOLUTION NO. 19-08B

WHEREAS, The City of Alliance has received a request from the Alliance Housing Authority to waive certain payments in lieu of taxes; and

WHEREAS, The City Council finds that it has legal authority to issue such waiver; and

WHEREAS, The City Council desires to deny the waiver and instruct staff to distribute the funds appropriately to the other taxing entities for the benefit of the taxpayers.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Alliance, Nebraska, that the payment in lieu of taxes waiver request of the Alliance Housing Authority in

the amount of Eight Thousand Two Hundred Fifty-nine Dollars and 10/100ths (\$8,259.10) is hereby denied and staff is instructed to distribute the funds appropriately to the other taxing entities for the benefit of the taxpayers.

Trish Klemke, Housing Authority Executive Director, 305 Wood Avenue, Hemingford, NE appeared before Council to make the waiver request.

Roll call with the following results:

Voting Aye: Jones, Mischnick, Dafney, Bentley, Reynolds.

Voting Nay: None.

Motion carried. Funds will be transferred to the other taxing entities when their payment has been made.

- Resolution No. 19-09 was the next item on the agenda. This resolution authorizes the updated Golf Professional Independent Contract with current Golf Professional, Jackie Stevens. The following background information was provided to Council:

[Staff has met with current PGA Professional Jackie Stevens to arrive at contract terms, and seeks Council’s approval of the attached contract for the 2018-19 golf season. The proposed compensation is comparable to other courses, both in our area as well as regionally.

Comparison of other Golf Professional Salaries & Opportunities on PGA Career Links

Location	Ownership	Pro Salary	Position Type	Other Income Opportunity
North Platte, NE	Public	Hourly - \$14.08 - \$19.41 (\$19.41x2080 =40K)	FT/Year Round	No
Sidney, NE	Public	\$52,000 to \$70,000	FT/Year Round	Yes
Gering, NE	Public	\$56,000 to \$70,000	FT/Year Round	Unknown
Kimball, NE	Public	10 Monthly Payments @\$4,780 = \$47,000	Contractor 10 Mos.	Yes
*Thornton, CO	Private	\$45,000 to \$50,000		\$11,000
*Jackson, MO	Private	\$30,000 to \$38,000		\$1,100
*Cambridge, NE	Private	\$32,000 to \$37,000		
*Rush City, MN	Private	\$40,000 to \$60,000		
*Saint Cloud, MN	Private	\$85,000 to \$90,000		\$9,000

***Indicates job listing information from the PGA Career Links.**

Ms. Stevens will continue to operate the golf pro shop through the 2019 season, which will include overseeing and providing operating capital for the operation of cart rentals and the driving range. The City will pay Stevens \$3,750 per month to provide these services. Stevens will also receive all revenues from lessons, cart rentals, the sale of merchandise in the pro shop and operation of the driving range. Stevens will pay salaries for any necessary seasonal staff employed in the pro shop.

Ms. Stevens was compensated \$2,916.66 per month for the 2017-18 fiscal year with a 2% increase to \$2,975.00 beginning October 1, 2018. In addition, she was paid \$7,822.59 in the form of a contracted bonus based on increased revenues. Her total monthly compensation (including bonus) for 2017-18 was \$3,568.54. Staff is recommending her compensation be \$3,750 per month for the 2019 season.

During the 2019-20 budget development process, Staff and Stevens will evaluate the possibility of the City taking over all golf operations and the pro shop. This may include any or all merchandise and cart rental revenue and expenses. There have been substantial changes in the golfing industry in the past 10 years, and these changes have made it necessary to change how golf professionals are compensated. In addition, the City overseeing all operations will allow for promotional fee bundling and ensure a consistent level of service at our municipal course. In the event that a new professional becomes necessary, the golf pro shop and all other operations will remain more consistent through any transitions. The pro shop will look the same even if the faces in the shop are different.]

In reviewing the contract, Council suggested two changes be made: 1) clarify that the Golf Pro is completely responsible for the hiring and associated expenses of any temporary employees she desires and 2) marketing of the golf course will be at the expense of the City and not the golf pro.

A motion was made by Councilman Mischnick, seconded by Councilman Jones to approve Resolution No. 19-09 entering into the Independent Contractor Agreement for Golf Course Golf Professional with the two suggested changes: 1) clarify that the Golf Pro is completely responsible for the hiring and associated expenses of any temporary employees she desires and 2) marketing of the golf course will be at the expense of the City and not the Golf Pro. Resolution No 19-09 follows in its entirety:

RESOLUTION NO. 19-09

WHEREAS, The City of Alliance operates the Alliance Municipal Golf Course; and

WHEREAS, The City hired a Golf Professional to oversee the City's interests in the management of the Alliance Municipal Golf Course; and

WHEREAS, Following the first year of new management, Staff has taken the opportunity to review the services received by the Golf Professional and has modified and updated the Independent Contractor Agreement; and

WHEREAS, Staff recommends that City Council approve entering into a new Agreement with Golf Professional Jackie Stevens under the terms of the contract which is included with Council's packets; and

WHEREAS, The Mayor and City Council believe that it is in the best interest of the City of Alliance to enter into a new Independent Contractor Agreement for Golf Course Professional between Jackie Stevens and the City of Alliance.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Alliance, Nebraska, that the Mayor is authorized to sign an Independent Contractor Agreement for Golf Course Professional between Jackie Stevens and the City of Alliance to provide for professional services for operation and oversight of the Alliance Municipal Golf Course.

Roll call with the following results:

Voting Aye: Jones, Mischnick, Dafney, Bentley, Reynolds.

Voting Nay: None.

Motion carried.

- The next item before Council was Resolution No. 19-10 which authorizes the submittal of a grant application for the Civic and Community Center Finance Fund for the Renovation of the Alliance Sunken Gardens Project. Council was provided with the following background information:

[City staff and Pillars for the Park members have composed an application for a CCCFF planning grant. CCCFF grants are awarded to municipalities and administered by the Nebraska Department of Economic Development (DED) to encourage and foster quality of life in our communities. A CCCFF grant may be used to construct and/or improve community facilities such as libraries, recreation and wellness centers, gathering spaces, convention centers, town squares, and cultural centers. Projects may include the conversion, rehabilitation, or reuse of historic buildings. The grant may also be used for preliminary planning related to the development or rehabilitation of eligible projects.

This grant application is for a preliminary planning grant. CCCFF planning grants are a 1:1 match grant with a maximum award of \$15,000. The grant writing group reviewed the CCCF application guidelines and chose to request the maximum of \$15,000. If awarded, the City will be required to match the grant award up to \$15,000 and funds raised by the Pillars for the Park group will be used for this purpose. Should we be successful and awarded a grant, the funds will be used to pay for the engineering/design costs to produce estimated renovation costs, evaluate existing structures and develop construction documents for this project.]

A motion was made by Councilman Mischnick, seconded by Councilman Jones to approve Resolution No. 19-10 which follows in its entirety:

RESOLUTION NO. 19-10

WHEREAS, The City of Alliance has an opportunity to submit a planning grant through the Civic and Community Center Financing Fund which is administered by the Nebraska Department of Economic Development; and

WHEREAS, It is proposed that the planning grant be submitted for the engineering/design costs to produce estimated renovation costs, evaluation of structures and the development of construction documents for the renovation of the Central Park Sunken Gardens; and

WHEREAS, A committee, Pillars for the Parks has been actively fundraising for the restoration of the Central Park Sunken Gardens and is in the financial position to begin the initial stages of the project; and

WHEREAS, City Council believes the submittal of a grant application to the Nebraska Department of Economic Development is in the best interest of the citizens of Alliance.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Alliance, Nebraska, that the City of Alliance is hereby authorized to submit a Civic and Community Center Financing Fund Grant Application through the Nebraska Department of Economic Development for the preliminary planning of the renovation of the Central Park Sunken Gardens.

BE IT FURTHER RESOLVED that should the grant be awarded, the City's financial match requirement would be from the funds raised by the Pillars for the Park group. Roll call with the following results:

Voting Aye: Jones, Mischnick, Dafney, Bentley, Reynolds.

Voting Nay: None.

Motion carried.

● Resolution No. 19-11 authorizing the purchase of a Computer Aided System and Record Management System for the Police Department was the next matter before Council. The following background information was provided to Council:

[The Police Department currently utilizes the Sleuth software system. This software was originally purchased in 2011 with Homeland Security Grant Funds. Sleuth, owned by ETS Development, has been purchased and sold multiple times since 2014. It has come to our attention that Global Software, who presently owns Sleuth, is slowly reducing technical support and future updates to the product. Several of the original personnel that provided software support are no longer available.

In July 2018, our Agency sent out RFP's to several software companies that provide Law Enforcement Computer Aided Systems (CAD) and Record Management Systems (RMS). Replies were received from six different companies. After reviewing the proposals from these companies, three were invited to give presentations on their software.

Staff has recommended Zuercher software as it appears to provide the best product for our Agency. The system meets the needs of the City and will ensure the best software support. The company is based in the region located out of Sioux Falls, South Dakota which allows physical on-site support as needed. Scotts Bluff County has just gone live with their new software choice which happens to be Zuercher as well. We recently had the opportunity to visit the Scottsbluff Police Department and see both CAD and RMS after their live deployment. Scottsbluff Police Department upgraded from Sleuth, so they were able to discuss some of their difficulties during the conversion period. In speaking directly with the Scottsbluff project manager who worked with the IT coordinator, he found the transition to be rather easy. It is expected that our CAD conversion will be much easier because our Agency has communications staff in-house, whereas Scottsbluff Police Department has a separate communications center that dispatches for sixty-four different agencies.

Staff discussed the proposed purchase with our Network Support Manager, Todd Lewis, from Bytes Computer who also provides IT network support to Scotts Bluff County. Together we explored the option of a remote connection to Zuercher through Scotts Bluff County's server. After thoroughly reviewing the costs associated with this type of connection and the problems that may arise operating from a server network a great distance from Alliance, we decided to keep the network in-house.

The total project costs for hardware and software packages for CAD, RMS, and Mobile Software is \$197,722. We are able to utilize wireless E911 set-a-side funding in the approximate amount of \$45,630 reducing our price to \$152,092. The budgeted amount for this project is \$211,000.]

A motion was made by Councilman Jones, seconded by Councilman Bentley to approve Resolution No. 19-11 which follows in its entirety:

RESOLUTION NO. 19-11

WHEREAS, The City of Alliance has decided to upgrade its Law Enforcement Computer Aided Systems (CAD) and its Police Department Record Management Systems (RMS); and

WHEREAS, The City of Alliance has published a Request for Proposals (RFP) to various different CAD and RMS software and service providers; and

WHEREAS, The Alliance Police Department received six different responses to the RFP, and through consultation and interviews, has determined that the proposal submitted by Zuercher Technologies is the preferred proposal; and

WHEREAS, The proposal of Zuercher Technologies is less than the CIP budgeted amount for the RFP.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Alliance, Nebraska, that the proposal of Zuercher Technologies be accepted in the amount of \$197,722, for CAD and RMS system installation, maintenance, and services. Of that, \$45,630 is being remitted to the City of Alliance, Nebraska through the E911 Board. Additional yearly maintenance service fees after the first year shall be incurred as well.

BE IT FURTHER RESOLVED the Mayor is hereby authorized to execute all documents associated with the installation, maintenance, and service contracts between the City of Alliance, Nebraska and Zuercher Technologies.

Roll call with the following results:

Voting Aye: Jones, Mischnick, Dafney, Bentley, Reynolds.

Voting Nay: None.

Motion carried.

- Resolution No. 19-12 which will award the Landfill Stormwater Improvement and Borrow Access Project to K. L. Wood and Company in the amount of \$167,605, was the next discussion item. Council was provided with the following information:

[As part of the 2018-19 CIP budget process, the need to improve the storm water drainage and access to a new dirt borrow area was identified for the City of Alliance Landfill. This project includes work on access roads at the municipal waste site, drainage ditch improvements, and a low water stream crossing. All of these items help correct compliance issues with the Nebraska Department of Environmental Quality (NDEQ) regulations.

SCS Engineers designed the project and have overseen the bidding process. The project was advertised, several contractors received plans and attended the pre-bid meeting on January 16, 2019. Three sealed bids were received and opened publicly on January 28, 2019. The responding bidders were K.L. Wood & Company, Koozer Construction and Fuller Construction. The Request for Bids included three options for the relocation of the electrical line; relocate and reuse, relocate and replace with direct bury, and relocate and replace in conduit. The budgeted amount for this project was \$210,000 based on engineers estimates.

After completing the evaluation of the bids, our engineers along with Public Works Director Grant are recommending the award utilizing Option 2c - electrical line relocation in conduit to K.L. Wood and Company in the amount of \$167,605.]

A motion was made by Councilman Jones, seconded by Councilman Reynolds to approve Resolution No. 19-12 which follows in its entirety:

RESOLUTION NO. 19-12

WHEREAS, The City of Alliance owns and operates the Alliance Landfill; and

WHEREAS, In order to maintain the quality and efficiency of the Landfill in accordance with the Nebraska Department of Environmental Quality regulations the installation of Stormwater Improvements and Borrow Access is required; and

WHEREAS, The City working with our engineers prepared a Bid Invitation which included the plans and specifications for the Stormwater Improvements and Borrow Access; and

WHEREAS, Three (3) responses were received to our Bid Invitation; and

WHEREAS, The bid of K. L. Wood and Company of Alliance, NE appears to be the lowest, responsive and responsible bid in the amount of One Hundred Sixty-seven Thousand Six Hundred Five and no/100th Dollars (\$167,605.00).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Alliance, Nebraska, that the Mayor is authorized to enter into a contract with K. L. Wood and Company for the Stormwater Improvement and Borrow Access for the Alliance Landfill subject to the terms and conditions of the bid utilizing Option 2c in the amount of One Hundred Sixty-seven Thousand Six Hundred Five and no/100th Dollars (\$167,605.00).

BE IT FURTHER RESOLVED that the Public Works Director is authorized to make field change orders not to exceed five percent (5%) of the total contract amount without further Council approval.

BE IT FURTHER RESOLVED, that the Mayor is authorized to execute the contract associated with this project.

Roll call with the following results:

Voting Aye: Jones, Mischnick, Dafney, Bentley, Reynolds.

Voting Nay: None.

Motion carried.

- The next agenda item was Resolution No. 19-13 which approves the updates to the City Council Travel Policy.

A motion was made by Councilman Bentley, seconded by Councilman Mischnick to approve Resolution No. 19-13 which follows in its entirety:

RESOLUTION NO. 19-13

WHEREAS, The City of Alliance currently has a written training and travel policy with regard to expenses of City Council members who travel for purposes of City business; and

WHEREAS, Qualified expenses of City Council members who travel for City business will be reimbursed by the City with public funds; and

WHEREAS, Rates have been established for reimbursement of specified expenses in order to assist in budgeting and financial planning for the City; and

WHEREAS, The City Council through the budgeting process has allotted monies for the purpose of training and travel for the City Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Alliance, Nebraska, that the City Council Travel and Training Policy, as attached hereto, is adopted as the policy to the City of Alliance, and City Council and City staff are hereby directed to carry out its provisions.

Roll call with the following results:

Voting Aye: Jones, Mischnick, Dafney, Bentley, Reynolds.

Voting Nay: None.

Motion carried.

CITY OF ALLIANCE, NEBRASKA CITY COUNCIL TRAVEL AND TRAINING POLICY

PURPOSE

City funds shall be used to reimburse City Council members for expenses incurred while conducting official City business, training and related travel. The following guidelines have been developed to define travel expenses as well as to insure the equitable control and prompt payment of such expenses. Expenses incurred on behalf of the City of Alliance may be reimbursed based upon the following criteria.

APPROVAL AND NOTIFICATION

The Council member shall file a Travel Authorization Request with the City Clerk if travel is other than an already approved budgeted item. The authorization request shall include name, location, date and the estimated cost of the travel and training event.

Day travel within the Panhandle does not require prior approval. In addition, it is recognized that, on occasion, some travel will be necessary without sufficient time to secure prior authorization. The City Clerk shall have the authorization request placed on the next Council agenda for approval.

GENERAL INFORMATION

1. To take advantage of the City's tax exempt status, expenses such as hotel costs and registration fees should be direct billed to the City, when possible.
2. Itemized receipts are needed before reimbursement can be made. Receipts should have the vendor and date as well as the amount of purchase on them.
3. To control costs, public transportation should be utilized in lieu of rental vehicles or other more costly means of transportation, when possible.
4. The City will provide prompt reimbursement upon receipt of a completed travel reimbursement form, accompanied by all itemized receipts, following Council approval.
5. A spouse may travel with a Council member, but no expenses incurred by the spouse are reimbursable by the City.

REGISTRATION FEES

Whenever possible, registration and special event fees should be direct billed to the City. If payment is required at the door, the Council member shall pay the fees and file for reimbursement from the City. The City is responsible for dues as well as registration fees.

TRANSPORTATION COSTS

Motor Vehicle Transportation

All drivers and passengers, whether in a City or private vehicle, must wear seat belts while conducting City business and the use of headphones and radar detectors are prohibited. Any traffic citations received while on official City business are the responsibility of the individual.

1. City Vehicle – A City vehicle shall be issued to Council members, if available, for attendance at a meeting/seminar/conference. Arrangements for City vehicles should be made through the City Clerk's Office. All expenses related to the auto are the responsibility of the City and will be reimbursed upon receipt of the completed travel reimbursement form, accompanied by all itemized receipts. A copy of the Council member's valid Nebraska driver's license will be provided to the City Clerk.
2. Private Vehicle – If a City vehicle is unavailable, or for convenience and comfort sake, a private auto may be used for City related travel. The owner of the vehicle will be reimbursed at the current State of Nebraska Administrative Services allowed mileage rate.

Mileage will be reimbursed for the shortest route between Alliance and the destination. The City is not responsible for fuel, repair, liability, or collision costs.

3. Rail/Air Travel – The City will pay for economy class air or rail tickets when it is deemed more economical and convenient than ground travel. Air and rail tickets should be billed directly to the City.
4. Taxi/Bus/Limousine Service – Transportation from the airport to the hotel should be the most economical and practical. Itemized receipts are required for reimbursement.
5. Rental Car – Costs for a rental car will be reimbursed by the City if it is justified by economical advantage, unavailability of other means of transportation or a limited time schedule. An itemized receipt is required for reimbursement.
6. Garage/Parking – Charge at the destination for parking or storage of a City or private vehicle will be reimbursed by the City. An itemized receipt is required.

LODGING COSTS

The cost of a single-occupancy hotel or motel room occupied by a City official while conducting City business shall be the expense of the City. Whenever possible, the government or special group rate shall be obtained and the cost of the room shall be direct billed to the City in order to avoid sales taxes that may not be exempted when paid by other means. Preference shall be given to conference locations or hotels/motels where an account is established by the City and special rates are negotiated. The City shall only pay for the lodging cost of City Official, any costs associated with additional room occupants shall either be paid directly by the occupants or reimbursed to the City. Any room food service charges must be within the meal limits allowed. All in-room movie rentals, fitness room fees or other personal expenses are the responsibility of the employees.

MEAL COSTS

Meal expenses may be adjusted for unique circumstances at the discretion of the City Council. Genuine meal receipts must be fully itemized and submitted for reimbursement. Tips and gratuities shall be considered reimbursable expenses but shall not be reimbursed in excess of twenty (20%) percent. Under no circumstances is alcohol considered a reimbursable expense. Paid meal expenses shall be limited to the current daily amounts established by the U.S. General Services Administration (GSA) for the destination city as included at their website www.gsa.gov/perdiem. The maximum limit is not to be considered a per diem.

1. One Day Travel: Lunch expenses will be the only allowed meal reimbursement, provided lunch is not included in the training registration fee, and would be reported and reimbursed on the employees W-2 as a taxable benefit, in accordance with IRS regulations.
2. Multiple Day Travel: Allowable meals will be authorized only when those meals fall within the expected period of travel or attendance for a seminar/conference and shall not be given for meals that may be included in registrations. On multi-day travel only, if the employee is traveling before 6:00 a.m., breakfast would be covered, if leaving prior to 10 a.m. or returning after 2 p.m., lunch would be covered, and if returning after 7:00 p.m., dinner would be covered. Council members may forego a specific meal and utilize the funds remaining for another meal within the same day.

MISCELLANEOUS COSTS

Telephone calls which are business related and are charged to a hotel room or a debit or credit card may be reimbursable, provided sufficient justification and receipts are provided. Photocopies or fax charges that are business-related are allowable expenses with receipts.

1. Local Mileage. No mileage will be paid for commuting from the Council member's personal residence to City Hall.
2. Local Meals. Reimbursement of meals may be made if a meal is part of the actual and necessary expenses incurred by the Council member at educational workshops, conferences, training programs, official functions, hearings, or meetings (whether within or without the municipal limits) subject to IRS regulations and advanced approval by the City Council.

Other – All items and expenses which are not previously mentioned but which are incurred as part of the official City business are reimbursable.

- Next for Council was consideration of Resolution No. 19-14 which authorizes the use of \$4,200 of Police Grant Contingency funds to purchase 6 bulletproof vests for our officers.

A motion was made by Councilman Mischnick, seconded by Councilman Reynolds to approve Resolution No.19-14 which follows in its entirety:

RESOLUTION NO. 19-14

WHEREAS, The Alliance Police Department has a need to replace six bulletproof vests for the use by our law enforcement officers; and

WHEREAS, Grant funding for this purchase is available through the Bureau of Justice Assistance for the purchase of National Institute of Justice compliant armored vests; and

WHEREAS, Alliance Police Department Policies require the use of bulletproof by our officers; and

WHEREAS, Council budgeted funds within the Police Department in the Grant Contingency Account for this purpose should the opportunity become available.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Alliance, Nebraska, authorize the use of Police Grant Contingency Funds in the amount of \$4,200 for the purchase of six bulletproof vests by the Alliance Police Department.

BE IT FURTHER RESOLVED that \$4,200 be transferred from the Police Department Grant Contingency Account No. 01-31-32-47-792 to Uniforms Account No. 01-31-32-45-531 is hereby approved.

Roll call with the following results:

Voting Aye: Jones, Mischnick, Dafney, Bentley, Reynolds.

Voting Nay: None.

Motion carried.

- The presentation and acceptance of the First Quarter Financial Statement was next before Council.

Finance Director Waggener presented and reviewed the First Quarter Financial Report and Dashboards to Council.

A motion was made by Councilman Mischnick, seconded by Councilman Reynolds to accept the First Quarter Financial Report.

Roll call with the following results:

Voting Aye: Jones, Mischnick, Bentley, Dafney, Reynolds.

Voting Nay: None.

Motion carried.

- The final agenda item were board appointments and announcements.

A motion was made by Councilman Jones, seconded by Councilman Reynolds to appoint Denise Clark to serve on the Alliance Housing Authority with a term expiring December 31, 2023.

Roll call with the following results:

Voting Aye: Jones, Mischnick, Bentley, Dafney, Reynolds.

Voting Nay: None.

The following Board vacancies were announced: Two vacancies on the Board of Adjustment, one vacancy on the A-2 Downtown Improvement Board, three vacancies on the Economic Development Plan Citizen Advisory Board, two vacancies on the Housing Authority, one youth representative on the Library Board, one vacancy on the Park and Tree Board, and one vacancy on the Planning Commission. There are also two positions on the Senior Facility Advisory Board, which will be opening the end of February. Anyone interested in serving on these Boards should contact the City Clerk's Office. Information on all of the City Boards is also available on our web site, www.cityofalliance.net.

Meeting adjourned at 8:08 p.m.

(SEAL)


Mike Dafney, Mayor


Linda S. Jines, City Clerk

Complete minutes of the Alliance City Council may be viewed by the public during regular work hours at the City Clerk's Office, 324 Laramie Avenue, Alliance, Nebraska.