REGULAR MEETING OF THE COUNCIL
The Mayor and City Council of the City of Madison met in regular session in the Council Chambers, 211 South Lincoln Street, Madison, Nebraska on Thursday, October 11, 2018, beginning at 6:00 p.m.

CALL TO ORDER
Mayor Alvin Brandl called the meeting to order. Roll call found the following Council members present: Griselda Beery, Rob Fite, Robert Jurgens, and Paul Kellen.
Staff members present were: Treasurer/Office Manager, Paula Biehle, City Clerk, Angie Frenzen, City Attorney Mike Brogan, Utilities Superintendent Jim Lewis, and Police Chief Rod Waterbury.

The Mayor presided and the City Clerk recorded the proceedings.

Upon opening of the meeting at 6:01 p.m. the Mayor welcomed all guests and gave reminder to turn off cell/phones/pagers.

The Mayor informed the public about the location of the current copy of the Open Meetings Act posted in the front entrance of the City Council Chambers and accessible to members of the public.

Notice of the meeting was given in advance thereof by publication in the Madison STAR-MAIL, Madison, Nebraska, and the designated method of giving notice, as shown by affidavit of publication.

Notice was given to the Mayor and all members of the council and a copy of their acknowledgement of receipt of notice is attached to the minutes. Availability of the agenda was communicated in advance to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the public.

CONSENT AGENDA

DISCUSSION: Discussion on approving consent agenda.
ACTION: MOTION BY COUNCILMEMBER FITE, SECOND BY COUNCILMEMBER BEERY to approve the Consent Agenda: Motion will include A-D as one. A. Approve Agenda B. Minutes C. Treasurer Report. D. Claims. Roll call: Yeas: Fite, Beery, Jurgens, Kellen. Nays: None. Motion carried.
REGULAR AGENDA ITEMS

OLD BUSINESS
The following agenda items were approved or tabled to future meeting:

DISCUSSION: Discussion on abatement of property deficiencies at 510 E. 2nd Street. Owner Andres Contreras, was present and stated after speaking with Norfolk City Inspector, Steve Nordhues, he was to proceed with demolition of the property. It was stated that he would need to have asbestos testing completed, as well as fill out a Demolition permit, prior to any clean-up of the property. The Mayor and Council agreed to allow Mr. Contreras to clean-up the property, once the asbestos testing has been completed, and the Demolition Permit executed. The Council and Mayor agreed to allow Mr. Contreras a 3 month window for demolition/clean-up, with updates of progress. If progress is not made, the Mayor and City Council will proceed with contracted clean-up and bill the home owners for the cost.

ACTION: MOTION BY COUNCILMEMBER KELLEN, SECOND BY COUNCILMEMBER BEERY to approve demolition/clean-up of 510 E. 2nd Street, by owner Andres Contreras, to start after asbestos inspection, and executed Demolition permit is completed. Allow 3 months for demolition and clean-up, with updates of progress being made. If progress is not made, the Mayor and Council will take action, hire a contractor to complete the process and bill the owners of the property for demolition and clean-up. Roll call: Yeas: Kellen, Beery, Fite, Jurgens. Nays: None. Motion carried.

NEW BUSINESS
The following agenda items were approved or tabled to a future meeting

DISCUSSION: Discussion/Action on approval for Santillan’s Lot split application (recommended for Approval by Madison County, Zoning Administrator, Heather McWhorter). The Mayor and City Council reviewed the Mylar and Lot split application for approval.

ACTION: MOTION BY FITE SECOND BY COUNCILMEMBER JURGENS to approve Santillan’s Lot split application. Roll call: Yeas: Fite, Jurgens, Kellen, Beery. Nays: None. Motion carried.

DISCUSSION: Discussion on City participation in applying funds toward an updated Housing Study, to be completed by Hanna Keelan, in the amount of $8,000.00. Hanna Keelan would apply for a grant that would pay up to 49% of the cost. Brenda Jones was present on behalf of the CRA, Brenda stated that the Housing Study was last updated in 2012, and it is recommended that it be updated every five years. After speaking with Tim Keelan, Brenda stated that there were a few options, and the first being an updated version of the Housing Study, which would cost up to $8,000.00, but Tim suggested a full study for the cost of $12,000.00, as the full study would allow us to score better when applying for grant funding. The full study would also help us qualify for the grant to cover up to 49%, which is very competitive grant. The other option is participating in a County wide study with Norfolk and surrounding communities. With an estimated cost of $25,000.00, and the cost would be split between communities. The deadline to qualify for grant funding for the study is Mid-November, and Hanna Keelan is willing to do the work in applying for the grant. It was asked of the Council if the amount requested would be up to $8,000.00, regardless of which option is chosen for the study. Brenda stated yes, that was the request. The Council agreed to pay up to $8,000.00 toward the Housing Study. Brenda Jones, also shared that some of the CRA Members met with a developer and building contractor with potential interest in the new subdivision, Sunset Ridge. Brenda stated that more discussions will be taking place, to gather additional information. Brenda then stated that the CRA would like to schedule a workshop with the City Council in November to present and discuss the information. The Council was in agreement to the request of a workshop.
**ACTION:** MOTION BY FITE SECOND BY COUNCILMEMBER KELLEN to authorize the City to apply up to $8,000.00, toward the updated Housing Study, to be performed by Hanna Keelan. Roll call: Yeas: Fite, Kellen, Jurgens, Beery. Nays: None. Motion carried.

**DISCUSSION:** Discussion on Invoice from Power Pages for Annual Website Management for Domain of Madison-ne.com website, in the amount of $3,600.00. This is the annual contract payment amount to Power Pages, for their service contract.

**ACTION:** MOTION BY COUNCILMEMBER FITE, SECOND BY COUNCILMEMBER KELLEN to approve payment in the amount of $3,600.00 to Power Pages, for Annual Website Management for Domain of Madison-ne.com Roll call: Yeas: Fite, Kellen, Beery, Jurgens. Nays: None. Motion carried.

**DISCUSSION:** Discussion/Action on approving Madison Volunteer Fire & Rescue Department to serve alcoholic beverages at their annual awards dinner on November 15, 2018. Fire Chief, Tim Reeves, was present, and said this is one of their two annual events, and they procedurally make the request to the Council every year.

**ACTION:** MOTION BY COUNCILMEMBER FITE, SECOND BY COUNCILMEMBER BEERY to approve the Madison Volunteer Fire & Rescue Department to serve alcoholic beverages at their annual awards dinner on November 15, 2018. Roll call: Yeas: Fite, Beery, Jurgens, Kellen. Nays: None. Motion carried.

**DISCUSSION:** Discussion on approving annual wage adjustments. Information was forwarded to the Council by Office Manager/Treasurer, Paula Biehle. Paula handed out more current information excluding information for the Library staff, and she had not gotten that information from them as of yet. Paula stated this information is generated from the Salary Survey that is performed by Sheila Schukei, from Norfolk, and discussion with each Department Head. Paul Kellen stated he thinks it would be best to table this to review the information to make an informed decision. Jim Lewis also stated that he would like to meet with the Mayor and each Council Member individually to discuss his department’s wage adjustments. The Council agreed that would be a good idea.

**ACTION:** MOTION BY COUNCILMEMBER FITE, SECOND BY COUNCILMEMBER JURGENS to Table Action on wage adjustments to allow the Mayor and Council more time to review the information. Roll call: Yeas: Fite, Beery, Jurgens, Kellen. Nays: None. Motion carried.

**DISCUSSION:** Discussion/Action on approving drawdown No. 4 for NAHTF Grant Number 17-TFRH-15050 (320 S. Main Street): for Housing Rehabilitation in the amount of $52,217.19, Housing Management in the amount of $315.00, and General Administration in the amount of $90.00, with an amount totaling $52,622.29 (Grant funds only, no City funds). The Mayor stated this is on the progress of the "old bowling alley property" and the Council was in agreement to approve the costs.

**ACTION:** MOTION BY COUNCILMEMBER FITE, SECOND BY COUNCILMEMBER JURGENS to approving drawdown No. 4 for NAHTF Grant Number 17-TFRH-15050, (320 S. Main Street): for Housing Rehabilitation in the amount of $52,217.19, Housing Management in the amount of $315.00, and General Administration in the amount of $90.00, with an amount totaling $52,622.29 (Grant funds only, no City funds). Roll call: Yeas: Fite, Jurgens, Kellen, Beery. Nays: None. Motion carried.

**DISCUSSION:** Discussion/Action to approve Ordinance No. 810, Annexation of contiguous real estate into the corporate limits of Madison. It was stated this was the property at the South edge of town near the Horizon View Subdivision. A map of the property was given to the Mayor and Council to review, PID#590122894. City Attorney, Mike Brogan stated the County originally made the request to have this small piece of land annexed into the City limits of Madison. The Council agreed to approve the Ordinance.
**ACTION:** MOTION BY JURGENS SECOND BY COUNCILMEMBER FITE to approve Ordinance No. 810, the annexation of contiguous real estate into the city, waive three readings, approve final passage and publish in pamphlet form. Roll call: Yeas: Fite, Jurgens Beery. Nays: None. Absent: Kellen. Motion carried.

**DISCUSSION:** Discussion/Action on concerns of wages and Countryside Home Board Action, by Management and staff. The Mayor stated that Countryside Home had their monthly Board Meeting on Tuesday, and discussed and passed a Motion on wages and reviews. The Mayor stated the Board looked at and reviewed this information prior to their meeting. Robert Jurgens asked Board Members, Dianna Schroeder and Patty Spray to please come up to the front, so any questions could be asked of them. Robert also asked if what the Mayor is stating is correct. Dianna stated yes it was. Did they have the information and did they review it, prior to making the decision on wage increases. Dianna Schroeder stated the Board looks at everything necessary, the Budget, and clearly stated, “we have to watch what we spend.” Patty Spray then added that they reviewed the pay scale and looked at years of service, to meet in the middle. Patty also stated that the change in insurance was a big hit for the Nursing Home and was costly. Rob Fite then asked inquired about raises and asked for any paperwork they may have for the Council to review. Paul Kellen then asked what the guidelines are being used for raises. Robert Jurgens then stated that when raises for the City staff were addressed earlier in the Meeting, Jim Lewis stated “I would like to speak to each of you individually, about raises.” Robert then stated, I am not with Jim every day, so it would be good to talk to him and get more information. It was then questioned about giving a certain percentage to all employees, or if where is the justification in not giving a designated percentage, why and how do you come to the consensus of the amount of the raise. Countryside Home Board member, Paw Shae arrived at 6:36 p.m., and joined the Board to answer any questions. Patty Spray then stated that they go through the evaluation process, and look at the evaluations, go by the State average of what employees in these positions make, and information that Linda Anderson provided them with, which states full/part time years, and comparisons. Diana Schroeder then stated, that she hopes the Council will stand beside them, in their decision on raises. It was stated that Cori Kruid told staff members if there were concerns over the amount of the raise, they could request to meet with the Board. Robert Jurgens questioned the raise amounts for different staff members, as it was noted on the paperwork provided; there was a range from .25 to 1.00 per hour. Robert asked how the amount was decided upon. Countryside Home Administrator, Linda Anderson, then spoke up stating that she handed out comparisons, which she then provided to the Council. She stated that July 2017, raises were given, as there were staff shortages, so they gave some raises at that time. Linda stated that her office biller, who handles all insurance billing and takes on so much more, was only given a .25 raise, after she was denied the .25 raise in February, and she had not received a raise since she started working 2 years ago. Linda said she does a tremendous amount of work, and is a vital part of the facility, as everyone is. Linda also stated she was never asked by the Board for information, evaluations or information; they strictly went by the years each person was at the facility. She stated that staff that has been picking up hours should be based on merit and cost of living, with a set way of doing this process, and having standards set. Linda stated when it was addressed in Executive session, she was not allowed in that discussion. Mayor Brandl interjected and told her she was allowed in Executive session at that time when this occurred. Julie, the office assistant/biller, stated that she and Sherri support one another and work well together, and can help one another out as needed, but we each have separate focuses on our designated work. Julie believes that raises should be based on a merit based system, and cost of living. Looking at each individual and recognize each for their performance and work they do. Three full-time, Certified Nurses Assistants stated they often time pick up shifts and “step-up” when necessary. Then stated it feels like a “slap in the face” receiving a .25 wage increase, when they are sometimes working up to 60 hours a week. Mindy, Director of Nursing stated that a large part of the core staff, show up and do a phenomenal job, and have a deep commitment to the facility. They question what they can do better, when they aren’t given a decent raise. Aaron Pokorny,
who is head of the maintenance department, said no one has asked him for information or evaluations in regards to his employee. He feels the Board should speak to each Department Head prior to making wage increase decisions. It was then questioned how long they had this information, prior to making a decision on wage increases. The Board said it was 1 day prior to the meeting. Paul Kellen and Robert Jurgens asked why they didn’t table this item for further discussion to be fair to everyone. Diana Schroeder, stated that she thought Cori and Paw as well as the Board were very fair with the raises. Robert Jurgens then stated that five years ago, when the City of Madison had performed employee evaluations and staff also did a self-evaluation. Then, the Council would review all the paperwork/evaluations, look at the Budget, and then base on merit. Since that time, we no longer have a City Administrator or Economic Developer, so no evaluation processes have been in place, and that process should be happening again. Kristy Vering, then addressed the Mayor and Council, stating that the evaluations could be over a year old or out dated, they weren’t aware of outdated evaluations. Staff may not show up to work, or they could pick up 3 additional shifts. Kristy believed that each employee should be evaluated on their anniversary date and a merit raise given at that time, and then do a cost of living raise annually, which could first be presented to the Administrator and Board, with each personnel file. Rob Fite, then asked what the procedure is for this, do you have a chain of command or a policy in place? Mayor Brandl then stated there are a lot of discrepancies on the low end of this Budget, and there isn’t a lot of money in the bank if something goes wrong. Linda Anderson then spoke up stating I have more than most nursing homes, with $260,000 + in reserves, and this is a very tough industry. Three people got a raise mid-year specifically, and the staff would like something in place, so they aren’t just giving raises to specific people, stating that the Board felt these specific people needed it. Traci Schmidt, then addressed the Council, Robert Jurgens interjected and asked if she was an employee. Traci stated no, but when she was employed at the Nursing Home, employee raises were froze, and only management was allowed raises. Linda Anderson stated that was not true. Traci began to raise her voice when addressing the Council and Robert Jurgens asked the Mayor to stop this, the Mayor then asked Tracy to lower her voice. Rob Fite then interjected and said that this has been civil up until this time, and we can all have an adult conversation to discuss this, in a civil manner. The Mayor then stated he thought the best way to handle the situation is the Board has made their decision and, for the future they can consider other options, between the Board and Administration, and then possibly schedule a Special meeting to discuss it further. The Mayor then asked for a Motion to Table the item and re-visit at a later time. Rob Fite then asked Rob Fite asked the Board, are you going to re-visit this? Rob suggested that maybe every October look at a cost of living raise, look at the numbers. Then Supervisors and Linda can discuss merit raises, and address when someone hasn’t been given a raise, or is deserving of a raise. There should be a chain of command in place, to avoid turning into what happened tonight. Rob stated he believes we can be kinder on both sides and try to be a little more like minded, and improve the system, to get people what they need and deserve. The Mayor then stated we can Table this item. It was discussed between Council Members to Table it for a month, so this doesn’t get put off for any reason.

ACTION: MOTION BY COUNCILMEMBER KELLEN SECOND BY COUNCILMEMBER FITE to Table discussion of concerns of wages and Countryside Home Board Action, to the November 8, 2018, Council Meeting. Roll call: Yeas: Kellen, Fite, Beery, Jurgens. Nays: None. Motion carried.

DISCUSSION: Discussion to enter into Executive Session for Litigation Matter.

ACTION: MOTION BY COUNCILMEMBER JURGENS, SECOND BY COUNCILMEMBER FITE to enter into Executive Session at 7:26 p.m. Roll call: Yeas: Jurgens, Fite, Kellen, Beery. Nays: None. Motion carried.

ACTION: MOTION BY COUNCILMEMBER JURGENS SECOND BY COUNCILMEMBER FITE. To adjourn Executive Session at Roll Call: Yeas: Jurgens, Fite, Beery, Kellen. Nays: None. Motion carried.
DISCUSSION WAS HAD ON THE FOLLOWING ITEMS, WITH NO ACTION TAKEN:

- Appointment to the Nursing Home and Park Boards – The Mayor stated he does not have any interested parties at this time, he will continue to look for people to fill the positions.

THE FLOOR WAS OPEN TO PUBLIC COMMENTS:

No public comments were made.

REPORTS: Utilities Dept: Jim Lewis stated they are working on the Tyson project, and working to complete the handicap ramp at the Carnegie Building and hope to have it completed next month. Fire Dept: Tim Reeves stated they have the permit to burn the property on E. 1st Street, the old Lorenzen Home, and that is to take place on 10/28/18. He also stated that Donna is no longer going to do ambulance billing, and they are looking into a few different companies to take this over, and will report more information next month. Police Dept: Rod Waterbury stated there have been a few more injury accidents recently. Getting the new Explorer ready. Still only 3 applications for the open position. Starting in January 2020, the Federal/State Government will require all citations be submitted digitally, which will require purchasing laptops for officers. City Office: Paula stated she is getting end of Fiscal year reports prepared for the Auditors. Paula expressed the importance of Capital Outlay spending. Paula also stated that we are waiting to see how the CRA will proceed with the new subdivision, Sunset Ridge, and then we can look at streets to the Subdivision for spending some of those funds. Angie stated she has been self-training on the website to be able to add and edit as necessary. Attended the League Conference, and retained useful information on City Nuisances, and how to resolve them. She stated the importance of code enforcement, is key in resolving these issues. Angie also stated she is sending out communication to other area Clerks in regards to credit card payments for utility billing, and the potential of making utility bills available online, just researching to see if this is something the City will eventually have an interest in doing.

DISCUSSION: Discussion was had on adjourning the meeting.

ACTION: MOTION BY COUNCILMEMBER KELLEN, SECOND BY COUNCILMEMBER JURGENS to adjourn meeting at 7:37 p.m. Roll Call: Yeas: Kellen, Jurgens, Beery, Fite. Nays: None. Motion carried.

Angie Frenzen, City Clerk

Alvin Brandl, Mayor
I, the undersigned City Clerk, hereby certify that the foregoing is the full, true and correct original document of the Madison City Council Meeting proceedings had and done by the Mayor and City Council; that all of the subjects included in the proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to the meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

Angie Frenzen, City Clerk