

April 9, 2020

Notice of the meeting was given to advance by publication in the Sheridan County Journal Star, the designated method for giving notice as shown by the affidavit of publication on file in the City Clerk's office. Agendas of the meeting were simultaneously given to the Mayor and all members of the Council. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

A meeting of the City Council of the City of Gordon was called to order at 6:12 p.m., April 9, 2020. The meeting was conducted by conference call and video conferencing in order to comply with social distancing guidelines due to the COVID-19 outbreak and to follow the Executive Order No. 20-03 issued by Governor Ricketts on March 17, 2020. The Mayor noted the location of the Open Meetings Laws poster.

Present: Bounous, Evans, Paul, Russell, and Grant.

Absent: No One.

Motion by Bounous, seconded by Paul to approve the minutes of the March 12, 2020 meeting. Ayes: Evans, Paul, Russell, Grant, and Bounous.

Motion by Grant, seconded by Evans to approve the March 2020 Treasurer's Report as presented. Ayes: Paul, Russell, Grant, Bounous, and Evans.

Motion by Paul, seconded by Grant to approve the bills. Ayes: Russell, Grant, Bounous, Evans, and Paul.

Abbreviations for the legal: EX, Expense; FE, Fee; GR, Groceries; MI, Mileage; RE, Reimbursement; RPT, Report; SA, Salaries; SE, Services; SU, Supplies.

PAID BILLS

EFTPS	Ally	EX	\$562.39
EFTPS	Ally	EX	\$523.52
EFTPS	Fleet Services	SU	\$1,174.27
EFTPS	FNBO	FE	\$221.91
EFTPS	NE Dept of Revenue	RE	\$3,721.49
EFTPS	BOK Financial	EX	\$5,106.58
EFTPS	BOK Financial	EX	\$33,540.00
49097	Payroll Fund	RE	\$31,498.70
49165	Airport Authority	RE	\$999.93
49166	Airport Bond Savings	RE	\$825.33
49167	Amazon.com	SU	\$5.37
49168	Biblionix	FE	\$1,050.00
49169	DAS State Accounting	FE	\$55.00
49170	Demco	SU	\$304.44
49171	G Works	SU	\$153.49
49172	Huskers Illustrated	SU	\$64.95
49173	History Nebraska	SU	\$35.00
49174	Ingram	SU	\$578.62
49175	Library Petty Cash	RE	\$40.42
49176	Rachael Price	MI	\$75.33
49177	Special Assessment Bond Fund	RE	\$1,366.53
49178	Xerox	EX	\$101.71
49179	Payroll Fund	SA	\$33,508.32
49180	City of Gordon	RE	\$59.84

49181	Markee Fish	RE	\$40.16
EFTPS	Xerox	EX	\$460.62
49182	Madison National Life	EX	\$57.44
49183	Black Hills Energy	SE	\$1,852.28
49184	Sandhills Land & Property	EX	\$400.00
49185	Treetop Products	EX	\$2,243.26
49186	USPS	SE	\$166.32
49187	Verizon	SE	\$200.05
EFTPS	BOK Financial	EX	\$660,446.25
49188	Payroll Fund	SA	\$28,927.08
WS110	Baird Holm	EX	\$1,500.00
WS111	BOK Financial	FE	\$750.00
EFTPS	Xerox	EX	\$360.81

Total March Paid Bills **\$812,977.41**

UNPAID BILLS

49189	QLT	EX	\$19.55
49190	Baker & Associates	SE	\$1,806.75
49191	Dan Bishop	RE	\$50.00
49192	Bierschbach	SU	\$1,421.28
49193	Shelby Colwell	RE	\$50.00
49194	Tony Bishop	RE	\$50.00
49195	City of Chadron	EX	\$45.00
49196	City of Gordon	SE	\$53.04
49197	Customized Billing	SE	\$180.00
49198	Croell	SU	\$1,007.78
49199	Hannah Calkins	RE	\$50.00
49200	Digital-Ally	EX	\$4,350.00
49201	Emergency Medical Products	SU	\$460.22
49202	First National Bank of Omaha	SU	\$2,158.20
49203	JD Financial	SU	\$1,142.19
49204	Farmer's Coop	SU	\$73.16
49205	Ford Motor Credit	EX	\$374.09
49206	Great Plains Communications	SE	\$1,697.52
49207	Gall's	SU	\$626.99
49208	Grocery Mart	SU	\$85.92
49209	General Fund Money Market	EX	\$10,000.00
49210	Hinn's Auto Supply	SU	\$1,067.76
49211	Homestead	SU	\$35.94
49212	Clay Heath	RE	\$50.00
49213	Insurance Fund	EX	\$13,000.00
49214	JLH Construction	SE	\$3,600.00
49215	JP Cooke	SU	\$62.60
49216	Kimball Midwest	SU	\$269.31
49217	Gardner, Loutzenhiser & Ryan	SE	\$800.00
49218	McLeods	SU	\$165.35
49219	Med-Tech Resources	SU	\$336.40
49220	Joe McGough	RE	\$50.00
49221	NPPD	SE	\$6,147.74
49222	NE Total Office	SU	\$99.13
49223	NW Pipe Fittings	SU	\$92.10

49224	NMPP Energy	FE	\$937.48
49225	Verizon Connect	SE	\$94.75
49226	One Call Concepts	SE	\$36.24
49227	Petty Cash	RE	\$283.46
49228	Shane Pascale	RE	\$50.00
49229	Pioneer Mfg Co	SU	\$249.00
49230	Ben Plemons	RE	\$50.00
49231	Quill	SU	\$144.41
49232	Rushville Vet Clinic	SU	\$20.00
49233	Rushville Service Center	SE	\$23.21
49234	St NE Treasury Mng Division	RE	\$75.64
49235	Sheridan County Treasurer	EX	\$2,768.26
49236	NE Public Health Env lab	SE	\$285.00
49237	Glen Spaugh	RE	\$50.00
49238	Superfoods	SU	\$29.77
49239	Dan Sasse	RE	\$50.00
49240	Sheridan County Journal Star	SE	\$535.02
49241	Smith, King, Simmons, & Conn	SE	\$502.50
49242	Sasse Vet Clinic	RE	\$20.00
49243	True Value	SU	\$717.41
49244	Seth Tausan	RE	\$50.00
49245	Rocky Mountain Air Solutions	SU	\$374.54
49246	Ken Ward	SU	\$200.00
49247	Westco	SU	\$2,882.89
49248	Water Reserve Fund	EX	\$1,716.00
49249	Winter Sewing	SE	\$99.75
49250	Water/Sewer Bond Fund	EX	\$17,200.00
49251	Water/Sewer Bond Fund	EX	\$5,000.00
49252	Kevin Wolkins	RE	\$50.00
49253	Keith Wolkins	RE	\$50.00
	Total April Unpaid Bills		\$86,023.35
	Total April Paid Bills		\$812,977.41
	Total April Bills		\$899,000.76

Council was given a copy of the COVID-19 State of Emergency Declaration that Mayor Russell signed on March 31, 2020. The State of Emergency was declared after the Directed Health Measure announced by Governor Ricketts on March 30, which included Sheridan County.

It was discovered by City Manager Glen Spaugh that the city was required to complete a bid process in order to purchase the two commercial lawn mowers that were discussed at the March meeting. The city is currently advertising for bids and due to the time constraints and the need for the mowers before spring, City Manager Spaugh is requesting that the council pass Resolution 2020-08. Motion by Grant, seconded by Paul to pass Resolution 2020-08. Ayes: Grant, Evans, Paul, and Russell. Bounous abstained.

RESOLUTION 2020-08

A RESOLUTION AUTHORIZING THE CITY OF GORDON TO SECURE FINANCING, IN THE FORM OF A LEASE PURCHASE AGREEMENT, NOT TO EXCEED \$70,000.00, FOR THE PURCHASE OF TWO (2) NEW COMMERCIAL GRADE RIDING LAWN MOWERS.

WHEREAS, the city's current lawn mowers are not functioning properly due to age and a lack of capacity to perform for at least eight (8) hours or more per day, and

WHEREAS, the costs for necessary repairs on the current lawn mowers are increasing each year, with one mower revealing substandard performance for our requirements, and

WHEREAS, the City of Gordon advertised for and received bids for the purchase of two (2) new commercial grade riding lawn mowers.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF GORDON, the City Manager is authorized to secure financing not to exceed \$70,000.00 for the lease purchase of two (2) new commercial grade riding lawn mowers from the company with the awarded bid, and the Mayor is authorized to sign the lease purchase agreement.

Passed and approved this 9th day of April, 2020.

/s/ Nancy I Russell
Mayor

ATTEST:

/s/ Kim Buchan
City Clerk

Currently, the ordinance pertaining to the licensing of dogs in the City of Gordon requires that dogs be licensed May 1 of each year. This causes confusion as the tags for the licenses do not reflect the first four months of the following calendar year. In an effort to simplify the process, Ordinance 1192 was written for council's consideration. After some discussion, motion by Evans, seconded by Grant to pass Ordinance 1192. Ayes: Bounous, Evans, Paul, Russell, and Grant.

ORDINANCE NO. 1192

AN ORDINANCE OF THE CITY OF GORDON, NEBRASKA, AMENDING THE RABIES CERTIFICATE; LICENSING; FEE REGULATIONS; REPEALING CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. The following sections of Chapter 3, Article II, rabies certificate; licensing; fee, be and hereby are amended to read as follows:

SECTION 3-203: RABIES CERTIFICATE; LICENSING; FEE

A. Any person who shall own, keep, or harbor a dog over the age of four months within the city shall within 30 days after acquisition of the said dog acquire a license for each animal annually by or before January 1 each year. Application shall be made upon a printed form provided by the city, upon which the owner shall state his or her name and address and the name, breed, color, and sex of each dog owned and kept by him or her. A certificate stating that the dog has had a rabies shot, effective for the ensuing year of the license, shall be presented when the license is applied for and no license or tag shall be issued until the certificate is shown. If the dog has been spayed or neutered, a statement signed by a veterinarian verifying the spaying or neutering must be presented.

B. Upon payment of the license fee, as set by resolution of the City Council, the city clerk or other employee designated by the city manager shall issue to the dog owner a license certificate and a metallic tag for each animal so licensed. The city shall, in addition to the license tax imposed, collect from the licensee a fee of \$1.25. The city clerk shall retain 3¢ from the said fee and remit the balance to the state treasurer for credit to the Commercial Dog and Cat Operator Inspection Program Cash Fund. Said remittance shall be made at least annually at the conclusion of the city’s fiscal year, except that in the event the city has collected less than \$50.00 during the fiscal year, the city clerk may remit the fees when the cumulative amount of fees collected reaches \$50.00. The amounts collected shall be immediately credited to the general fund along with the license fees.

C. The said dog tax shall be delinquent from and after January 10; provided, the possessor of any dog brought into or harbored within the corporate limits subsequent to January 1 shall be liable for the payment of the dog tax levied herein and such tax shall be delinquent if not paid within 10 days thereafter. It shall be the duty of the city clerk or other employee designated by the city manager to issue tags of a suitable design that are different in appearance each year.

D. The metallic tag shall be properly attached to the collar or harness of every dog so licensed and shall entitle the owner to keep or harbor the said animal until December 31. Said licenses shall not be transferable and no refund will be allowed in case of death, sale, or other disposition of the licensed dog.

E. Every service animal shall be licensed but no license tax shall be charged. Upon the retirement or discontinuance of the animal as a service animal, the owner of the animal shall be liable for the payment of a license tax as prescribed herein. (Neb. Rev. Stat. §§17-526, 54-603) (Am. Ord. Nos. 1153, 2/11/16; 1171, 11/9/17)

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3. This ordinance shall take effect and be in full force on after its passage, approval, and publication as required by law.

Passed and approved this 9th day of April, 2020.

CITY OF GORDON, NEBRASKA

/s/ Nancy I Russell

Mayor

ATTEST:

/s/ Kim Buchan

City Clerk

WHEREAS, Ordinance 1192, passed and approved by the city council on April 9, 2020 changed the date the dog licensing fee is due from May 1 to January 1 of each year, and

WHEREAS, licensing fees collected for the 2020 calendar year will license a dog for eight (8) months instead of twelve (12), the license fees must be prorated for the year 2020.

NOW, THEREFORE, BE IT RESOLVED that the licensing fee for the year 2020 for dogs be as follows:

Spayed Female Dog	
City licensing fee	\$ 2.50
State licensing fee	<u>\$ 1.25</u>
Total Fee for Spayed Female	\$ 3.25
Unspayed Female Dog	
City licensing fee	\$ 6.00
State licensing fee	<u>\$ 1.25</u>
Total Fee for Unspayed Female	\$ 7.25
Male Dog	
City licensing fee	\$ 2.50
State licensing fee	<u>\$ 1.25</u>
	\$ 3.25

Passed and approved this 9th day of April, 2020.

ATTEST: /s/ Nancy I Russell
Mayor

/s/ Kim Buchan
City Clerk

Council was given an example of a policy for adding a Public Comment item to the city's agenda. City Manager Spaugh informed council that many cities are adding this to their agenda and the State Legislature has also discussed passing legislation to require it. City Manager Spaugh discussed with council the parameters he would like to have included in the policy. No action was taken on this item.

The City Manager gave council his April Manager's Report. No action was taken on any of the items included in the report. Items included were:

1. The possible purchase of the feedlot south of Gordon. The possible purchasers would like to work with the city and the EPA to bring the feedlot into compliance.
2. COVID-19 paid leave mandates.
3. Swimming pool – Governor Ricketts has mentioned that pools may not be able to open until July 15. When a definite date is given the decision will be made whether to open the pool or to keep it closed and do some needed repairs.
4. Work from home policy needs to be created in response to the COVID-19 pandemic.
5. Nebraska Extension contact cards – copies were sent to all businesses.
6. Pastor Patricia Warning contacted City Manager Spaugh regarding our current shut off policy and inquired if it had been changed due to the COVID-19 pandemic. City Manager Spaugh and City Clerk Kim Buchan will utilize the current installment agreement that is in place and will work with anyone whose income may have been impacted by the pandemic.
7. Virtual meetings were discussed.

8. Rachael Price has been appointed Library Director by the Library Board. She replaces Maria Kling who has retired.
9. Officer Ben Plemons has accepted a position outside of Gordon. His last day with the City of Gordon is April 15.

With no further business, motion by Bounous, seconded by Paul to adjourn the city council meeting at 6:48 pm. Ayes: Grant, Bounous, Evans, Paul, and Russell.

/s/ Kim Buchan

City Clerk

/s/ Nancy I Russell

Mayor

I, the undersigned, City Clerk for the City of Gordon, Nebraska hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the Mayor and Council on April 9, 2020; that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continuously current and available for inspection at the office of the City Clerk; that such subjects were contained in said minutes of the Mayor and Council of the City of Gordon from which the foregoing proceedings have been extracted 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 of the time and place of said meeting and the subjects to be discussed at said meeting.

/s/ Kim Buchan

City Clerk