

MINUTES OF THE BEATRICE CITY COUNCIL WORK SESSION

A work session of the Beatrice City Council was held on the 23rd day of February, 2015 at 7:00 p.m. at the BPS Administration Meeting Room, 320 North 5th Street, Beatrice, Nebraska.

Attending: Mayor Wirth, Councilmembers: Billesbach, Catlin, Clabaugh, Cook, Kerr, Morgan, and Parde.

Absent: Fairbanks.

Mayor Schuster announced that a copy of the Open Meetings Act is available in the meeting room and is accessible to members of the public.

CONSENT AGENDA

- a. Approve agenda as submitted.
- b. Receive and place on file all notices pertaining to this meeting
- c. Receive and place on file all materials having any bearing on this meeting.

Moved by Catlin, seconded by Morgan, that the items listed under the consent agenda be approved, accepted, and/or ratified as presented.

Roll Call: Yea: Billsbach, Cook, Catlin, Clabaugh, Kerr, Morgan and Parde.

Nay: None

MOTION CARRIED.

DISCUSSION ITEMS

Presentation by League Association of Risk Management (LARM)

A number of representatives from LARM including Geneie Andrews attended the work session to explain what LARM is and how risk pooling works. A handout packet was distributed and reviewed. LARM currently has 109 members which include municipalities, rural fire departments, SIDs, and NRDs. LARM provides up to ten (10) free continuing education hours (which are now required by the State of Nebraska) for police departments. Councilmember Morgan inquired whether this is just group self-insurance, the answer was yes. Ms. Andrews noted that there has been no unfunded claims by LARM since its inception. Should the City wish to proceed with a bid for services which includes LARM, they would like to come back and speak with the Council one more time.

Impact of the Police Department HVAC Project on the City Budget (Fairbanks)

City Administrator Tobias Tempelmeyer noted that Councilmember Fairbanks had requested a discussion regarding the source of the unbudgeted portion of the police station HVAC renovation. It was noted that the original engineering estimate by Davis Design was approximately \$90,000. The only bid that was received after bid letting was for \$176,000. After a change order the bid was reduced to \$155,000. Thus, the project was still \$65,000 over budget. Tempelemeyer outlined a number of options for covering the budget short fall including: cash reserves; taking funds from other capital expenditures; funding for the Hannibal Trail which will not be built this fiscal year; or a mix and match of any of those options. Councilmember Phil Cook felt that the funding for this overage should have been discussed closer to the bid opening.

He felt the money should come from cash reserves. Mayor Stan Wirth felt that the funds should also come from cash reserves. Councilmember Dwight Parde asked for specifics on why the project was over budget. Public Properties Director Mark Pethoud explained the specific issues and noted that many of the additional costs were found as the project progressed after bid. Councilmember Bob Morgan inquired about the trail funding and asked that if it was not spent would it be reallocated or lost. City Clerk Linda Koch noted that those funds would be reallocated. Mayor Wirth noted that this item will likely come from Cash Reserves.

Bidding Process (Morgan)

Mayor Wirth noted that this item was requested by Councilmember Morgan. Councilmember Morgan noted that he would like to see a fiscally responsible policy that also did not tie the hands of our employees and departments. City Attorney Greg Butcher noted that a number of policies for other governmental subdivisions were provided in the packet of materials. The possibilities could be as simple as the recently adopted Southeast Community College plan (1 page) or as complex as the Grand Island City Code (19 pages). City Clerk Linda Koch noted that a predominate threshold for a lot of cities is \$30,000. Any purchases over that amount would go through a formal bidding procedure. Butcher explained the difference between informal “quotes” and “bids”. Water Superintendent Steve Kelly and Street Superintendent Jason Moore explained their current quote and bid process within their departments. The Council would like to see a more formal and updated bid/procurement policy drafted for consideration at a later date. Mayor Wirth appointed a Bid Procedure Committee consisting of Councilmembers Morgan and Cook, City Clerk Koch, Public Properties Director Pethoud, and City Attorney Butcher. The Committee will meet and make a recommendation on the policy.

Installing Lights on the Bike Trail (Fairbanks)

This item was requested by Councilmember Fairbanks. Fairbanks was not present at this meeting but requested that the Council still consider the matter. City Administrator Tempelmeyer noted that one of the first considerations will be whether to have decorative lighting or not. The cost for lighting the entire trail was expected to be near a half million dollars. A further consideration will be the use of LED lights. Councilmember Rick Claubaugh noted that the idea was similar to the trails in St. Joseph, MO. Mayor Wirth noted that our trail system is a quality of life issue and we should be ensuring that it gets its maximum usage. The item will be brought back at a future meeting for further consideration.

Purchase and Redevelopment of 101 North 7th Street, 704 Court Street, and 706 Court Street (NE Corner of 7th & Court Street)(Fairbanks)

Councilmember Fairbanks requested that the City discuss purchasing the building located on the northeast corner of 7th and Court Streets to convert to a welcome/visitors center. The building is owned by Mark Clausen. City Administrator Tobias Tempelmeyer contacted Clausen about the building and a possible sale price. Clausen requested that the City purchase this building and an adjacent building to the east for \$225k. This price point seemed a bit off from where the Council was expecting. Mayor Wirth noted that this item will be discussed again at a future meeting.

