

# City of Gretna, Nebraska

City Council

April 7, 2020

A meeting of the Gretna City Council was held on April 7, 2020. Mayor Timmerman announced that the meeting is conducted in compliance with the Nebraska Open Meetings Act and Governor Rickett's Executive Order No. 20-03 issued on March 17, 2020. A current copy of the Open Meetings Act can be accessed on the City of Gretna website, [www.gretnane.org](http://www.gretnane.org). The Mayor called the meeting to order. Present: Logan Herring, Angie Lauritsen, Bill Proctor, Jason Stahr. Notice of the meeting was given in advance thereof to the Mayor and City Council, published in the Gretna Breeze and posted in at least three Public places as shown by the Certificate of Posting Notice attached to these minutes. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the Public.

## CONSENT AGENDA AND INFORMATIONAL REPORTS

### Approval of Consent Agenda

1. Approval of Agenda for April 7, 2020
2. Approval of Council Minutes, March 3, 2020
3. Approval of Claims

### Claims

April 7, 2020

A&M ex 590.00; Abes ex 786.60; AFLAC ex 894.96; Ashlnd Auto ex 175.32; Bkr & Tylr ex 670.98; Bkck Hls ex 773.49; Cntr Pnt Lrg ex 86.88; Cntry Lk ex 359.39; Cnta ex 318.59; Cmpss Utly ex 98,407.78; Core & Main ex 3,646.37; Core Tech ex 14,351.19; Cox ex 2,751.98; Drbrn Ntl Ins ex 468.72; Demco ex 1,729.33; Feld Equip ex 397.70; Ess Scrns ex 50.00; Frfld Inn ex 419.80; Fstsgn ex 961.13; Frgsn Enter ex 579.09; GDI ex 18,324.96; Giff Prpty ex 2,975.00; Grtn Ace ex 752.54; Grtn Pyrl ex 57,173.49; Hrtfrd ex 660.54; Hm Dpt ex 1,395.24; Hotsy Equip ex 451.68; Hskr Dsl ex 359.43; Inspro ex 90.00; IA Pmp Wrks ex 2,952.19; J Kooistra ex 300.00; J Krajicek ex 600.00; K Vankat ex 75.00; Kubota ex 125.00; Ln Bldg Corp ex 75.18; Lowe's ex 909.82; Mcqn Equip ex 2,817.81; Mrthn Elec ex 205.00; MC2 ex 5,216.62; Menards ex 689.43; Mtl Drs & Hrdwr ex 1,915.00; Metlife ex 983.86; MUD ex 197.60; Md-Amrn Bnfts ex 50.00; Mdwst Tape ex 212.16; Mdwst Turf & Irrgtn ex 14.32; Mitel ex 684.74; Mntmrn Lndscp ex 14,400.00; Mrphy Trctr ex 146.22; NE Dept of Rev ex 150.00; NE Dept of Trans ex 12,262.60; NE Plng & Zng ex 190.00; NE Pub Hlth Enviro ex 271.00; NE Rrl Wtr Assoc ex 750.00; Nlsn Bldrs ex 42.90; N Pierce ex 748.85; NMC ex 3,056.00; Occ Hlth Ctr ex 67.00; OCLC ex 90.27; Olm & Pry ex 96,733.24; OPPD ex 404.29; One Cl Cncpt ex 307.26; Prt-A-Jn ex 80.00; Quill ex 523.96; Srpy Co Plng & Bldg ex 3,273.10; Srpy Co Treas ex 37,080.00; Snsrce ex 3,273.37; Siteone Lndscp Sply ex 2,900.16; Tdy-Up Cng Srv ex 895.00; Ty's ex 89.80; USA BI Bk ex 265.29; Verizon ex 984.68; Wells Frgo ex 364.00; W Lopp ex 25.00; West-E-Con ex 150.00; Yng & Wht ex 9,907.50; Total ex 418,057.40

March 17, 2020

A Bush ex 134.63; A Lauritsen ex 40.00; A Rolandson ex 33.54; A-1 Flg ex 324.00; Accrt Lcksmth ex 743.90; Advncd Ofc ex 95.69; Aqua-Chem ex 1,105.80; Ashlnd Auto ex 1,508.78; Barco Prod ex 184.32; Big Rig Rpr ex 210.00; Bkr & Tylr ex 1,135.74; Bkck Hls ex 2,685.89; BNSF RR ex 843.32; Brgnkdv ex 29,485.00; Cllgn ex 109.10; Cmft Inn - Krny ex 199.90; Core & Main ex 7,145.70; Cox ex 611.55; Crnhsker Sgn ex 690.00; D Giittinger ex 205.85; D Scrbrn

Mvng ex 2,500.00; Frmrs Un ex 413.43; Giff Prpty ex 1,125.00; Grtn Ace ex 319.09; Grtn Chmbr of Comm ex 110.00; Grtn Gas & Lb ex 2,215.66; Grtn Pyrl ex 56,700.96; GT Mdwst ex 327.94; Heimes ex 671.02; Hm Dpt ex 283.70; Inspro ex 449.00; JDW Mdwst ex 3,150.00; K Koozer ex 73.75; Krstn Trckng ex 447.89; MAPA ex 12.00; Mcknys ex 19.47; Md-Amrn Bnfts ex 50.00; Mdwst Tape ex 197.17; Menards ex 115.09; Mike's ex 528.90; Mitel ex 422.72; Mrvn Plng Cnslt ex 2,300.00; Mtche Tree Cr ex 1,187.50; Muni Emerg Serv ex 1,140.00; Muni Sply ex 1,072.60; NE Dept of Rev - Keno ex 100.00; Occ Hlth Ctr ex 67.00; Off Dpt ex 535.90; Olm & Pry ex 324.50; Omh Slng ex 540.08; One Cl Cncpt ex 141.53; OPPD ex 26,317.14; O'Reilly ex 752.26; Pinn Bnk ex 6,608.32; Prt-A-Jn ex 80.00; Quill ex 400.48; Sec Equip ex 435.00; Siteone Lndscp Sply ex 8,790.49; Slp Lwn Cr ex 2,381.89; Sltn One ex 792.26; Srpy Co Plng & Bldg ex 2,923.10; Subrn News ex 1,529.27; T Tisdall ex 46.00; Tdy-Up Clng Srv ex 520.00; Ty's ex 58.40; Uline ex 310.77; UNUM Ins ex 160.72; Utilts Sctn ex 50.00; Wstrn Oil ex 478.38; Yng & Wht ex 9,619.30; Total ex 187,288.39

Motion by Angie Lauritsen, seconded by Bill Proctor to approve the consent agenda. Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

### **PUBLIC HEARINGS**

GDI, LLC, 8264 Hascall Street, Ste 203, Omaha, NE 68124 requesting approval of PUD Amendment #3 for Royal View Apartments Community. Including changes to design standards for the development recommending a review and recommend changes to roof design structures and the prohibited uses section of the PUD.

Staff comments were given by Dan Giittinger.

Mayor Timmerman opened the public hearing for comments. Hearing no comments, Mayor Timmerman closed the public hearing.

Motion by Bill Proctor, seconded by Logan Herring to approve the PUD Amendment #3 for the Royal View Apartments. Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea Yea: 4, Nay: 0

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### **ORDINANCES & RESOLUTIONS**

Ordinance 2065 - Rezoning Sarpy Heights II Lots 1 - 10 from RE Residential Estates to RE-A Residential Estates – Animals

City Attorney Jeff Miller read the ordinance by title.

#### **Ordinance No. 2065**

An Ordinance of the City of Gretna, Nebraska, amending the official Zoning Map of the City of Gretna from an RE Residential Estates Zoning District to an RE-A Residential Estates – Animals Zoning District for land which is platted as Lots 1 through 10 of the Sarpy Heights II Subdivision.

Motion by Jason Stahr, seconded by Angie Lauritsen to approve second reading of Ordinance 2065. Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

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Resolution 4-20 (1) - Approving an OPPD Easement and Supplemental Letter of Terms and Conditions

City Attorney Jeff Miller read the resolution by title.

Resolution 4-20 (1)

A resolution of the Mayor and City Council of the City of Gretna, Nebraska, approving a right-of-way easement with the Omaha Public Power District and a supplemental letter of applicable terms and conditions.

WHEREAS, the City of Gretna is the owner of Lot 13 of the Burlington Park at Gretna Station Subdivision and the Omaha Public Power District desires a Right-of-Way Easement across a portion of Lot 13 to install, repair, and remove certain equipment; and

WHEREAS, the City of Gretna is willing to grant the Right-of-Way Easement subject to the additional terms, conditions, and requirements of a March 4, 2020 OPPD letter being accepted by the City of Gretna and made a part of and incorporated into the Right-of-Way Easement.

NOW, THEREFORE, BE IT RESOLVED BY the City Council of the City of Gretna that:

The Right-of-Way Easement, a true and complete copy of which is attached hereto and incorporated herein as Exhibit "1", is hereby approved and the Mayor is hereby authorized to execute the same.

The March 4, 2020 OPPD letter, a true and complete copy of which is attached hereto and incorporated herein as Exhibit "2", is hereby approved and accepted and its terms, conditions, and requirements shall be mandatory and binding obligations of OPPD and the same are critical and important aspects of the exchange in consideration which is the basis for the City of Gretna's granting of the subject Right-of-Way Easement, which the City of Gretna shall have the full right and authority to enforce and compel OPPD's compliance therewith, and also the full right and authority to cancel, rescind and revoke if OPPD defaults in or fails to comply with its obligations under the March 4, 2020 OPPD letter.

This Resolution was approved by a vote of the City Council of the City of Gretna at a public meeting duly held in accordance with applicable laws on the 7<sup>th</sup> day of April 2020.

Motion by Bill Proctor, seconded by Angie Lauritsen to approve and adopt Resolution 4-20 (1).

Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

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Resolution 4-20 (2) - Authorizing and Directing City Staff to Implement Procedures for Delinquent Accounts and installment Plans for City Utility Subscribers Financially Impacted by the Novel Coronavirus and the COVID-19 Disease

City Attorney Jeff Miller read the resolution by title.

Resolution 4-20 (2)

A resolution of the Mayor and City Council of the City of Gretna, Nebraska authorizing and directing city staff to implement procedures for delinquent accounts and installment plans for city utility subscribers financially impacted by the Novel Coronavirus and the Covid-19 disease.

WHEREAS, the novel coronavirus and the COVID-19 disease have resulted in the declaration of National and State Emergencies; and

WHEREAS, the resulting public health threat as well as the international, national, state and local economic impacts are all still evolving; and

WHEREAS, it is responsible and prudent for the City of Gretna to implement procedures for delinquent accounts and installment plans for City utility subscribers that are financially impacted by the novel coronavirus and the COVID-19 disease.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF GRETNA:

That the City administration and staff are hereby authorized and directed to implement the procedures for delinquent accounts and installment plans for City utility subscribers that are financially impacted by the novel coronavirus and the COVID-19 disease, which are attached hereto and incorporated herein as Exhibit "A".

This Resolution was approved by a vote of the City Council of the City of Gretna at a public meeting duly held in accordance with applicable laws on the 7<sup>th</sup> day of April 2020.

Motion by Jason Stahr, seconded by Angie Lauritsen to approve and adopt Resolution 4-20 (2). Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0.

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Resolution 4-20 (3) - Proposed 2020 City of Gretna Pay Plan and Benefits  
City Attorney Jeff Miller read the resolution by title.

#### Resolution 4-20 (3)

A resolution of the Mayor and City Council of the City of Gretna, Nebraska, amending the current employee handbook and policy manual, pay plan, and pay ranges.

WHEREAS, the City has updated the Employee Handbook and Policy Manual and related plans and pay ranges periodically; and

WHEREAS, the Employee Handbook and Policy Manual is not intended to be a contract and will not, and is not intended to, alter the employment of the employees of the City, or to serve as a set of rules and obligations as might be defined in a legal contract; and

WHEREAS, one of the purposes of the Employee Handbook and Policy Manual and Pay Plan is to fairly compensate employees and give recognition for efficient service and to insure compliance with all federal, state, and local laws in relation to employment and working conditions; and

WHEREAS, the City conducted a wage and benefit study; and

WHEREAS, the City wishes to make several updates to the City's Employee Handbook and Policy Manual, Pay Plan and Pay Ranges.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF GRETNA, NEBRASKA:

That: the Classification Section of the City of Gretna, Nebraska, Employee Handbook and Policy Manual is hereby amended to read as follows and the Pay Plan and Pay Ranges are amended as per the attached document:

1. Sick Leave Section with the following adjustment:  
The City agrees to adjust the maximum amount of sick leave accumulated for an employee to 900 hours.
2. Vacation Section with the following adjustment:  
The number of vacation hours an employee can carry over from year to year will be 80 hours.
3. Retirement Plan Section with the following adjustment:  
There will be no annual limit of the City's contribution to an employee's retirement account. The City will continue to match the employee's contribution at 6.0%.

The Pay Plan and Pay Ranges per each approved job description are adjusted as per the attached document.

PASSED AND APPROVED this 7<sup>th</sup> day of April, 2020.

Motion by Bill Proctor, seconded by Angie Lauritsen to approve and adopt Resolution 4-20 (3).  
Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0  
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Resolution 4-20 (4) COVID-19 Shelter in Place Plan for the City of Gretna Operations  
City Attorney Jeff Miller read the resolution by title.

#### Resolution 4-20 (4)

A resolution of the Mayor and City Council of the City of Gretna, Nebraska authorizing certain emergency response procedures and plans for city personnel, facilities, and operations in response to the covid-19 emergency.

WHEREAS, the novel coronavirus and the COVID-19 disease have resulted in the declaration of National and State Emergencies; and

WHEREAS, the resulting public health threat as well as the international, national, state and local economic impacts are all still evolving; and

WHEREAS, it is responsible and prudent for the Mayor and City Council to authorize certain emergency response procedures and plans for City personnel, facilities, and operations in response to the COVID-19 emergency.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF GRETNA:

That the Future Coronavirus Plan which is attached hereto and incorporated herein as Exhibit "A" is hereby adopted and approved, and the City administration and staff are hereby authorized and directed to implement the Future Coronavirus Plan when, and if, emergency circumstances warrant.

That the Future Coronavirus Plan serves the public health, safety and interests and is necessary in order for the City to react and respond to the evolving emergency and thus take significant actions to continue and protect City personnel, facilities and operations, to retain City personnel who are essential and necessary to the City and its municipal services and operations upon which the citizens of the City and the citizens of the greater community depend, and to protect and serve the public health, safety and interests.

This Resolution was approved by a vote of the City Council of the City of Gretna at a public meeting duly held in accordance with applicable laws on the 7<sup>th</sup> day of April 2020.

Motion by Bill Proctor, seconded by Jason Stahr to approve and adopt Resolution 4-20 (4) using the plan dated April 7, 2020. Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

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Resolution 4-20 (5) - Approval of Sarpy County and United Cities of Sarpy County Mutual Aid Agreement

City Attorney Jeff Miller read the resolution by title.

#### Resolution 4-20 (5)

A resolution of the Mayor and City Council of the City of Gretna, Nebraska approving the Sarpy County and United Cities of Sarpy County Mutual Aid Agreement

WHEREAS, it is desirable and necessary for the protection of life, property, and the environment that Sarpy County, Nebraska and the Cities of Gretna, Springfield, Bellevue, LaVista, and Papillion, Nebraska (the Parties) voluntarily aid and assist each other by the interchange of services and resources in the event of an emergency; and

WHEREAS, the Parties have determined that it would be in their best interests to enter into a Mutual Aid Agreement that implements a plan and sets forth procedures and responsibilities of the Parties whenever emergency services, personnel, facilities, equipment, materials, and/or other resources are provided from one Party to another; and

WHEREAS, the Federal Government, through its Federal Department of Homeland Security and Federal Emergency Management Agency has recommended and actively encourages the formation of mutual aid agreements between local jurisdictions for reciprocal disaster response and recovery assistance; and

WHEREAS, such an Agreement is in accord with the Nebraska Emergency Management Act, Neb. Rev. Stat. §§ 81-829.36 et seq. and the Nebraska Interlocal Cooperation Act, Neb. Rev. Stat. §§ 13-801 et seq.; and

WHEREAS, no Party should be in a position of depleting unreasonably its own resources or services providing such mutual aid.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF GRETNA that the Sarpy County and United Cities of Sarpy County Mutual Aid Agreement is hereby approved and the Mayor of the City of Gretna is hereby authorized to execute the same.

The above Resolution was approved by a vote of the City Council of the City of Gretna at a public meeting duly held in accordance with applicable law on the 7th day of April 2020.

Motion by Angie Lauritsen, seconded by Bill Proctor to approve and adopt Resolution 4-20 (5). Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

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### **CURRENT BUSINESS**

Approval or Denial of Sewer Rate Reduction Requests

1. Stephanie Boeselager at 12120 S. 214<sup>th</sup> Street
2. Ken Glassburner at 11313 S. 199<sup>th</sup> Street
3. Jilian Lenz at 722 Burns Place
4. Tera Petrigash at 20910 Oak Street

Motion by Jason Stahr, seconded by Logan Herring to approve sewer rate reduction requests for Boeselager, Glassburner and Petrigash and to table the request for Lenz. Motion carried.

Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

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Approval of 2020 Fireworks Stands for the July 4th Selling Season

1. Gretna Lions Club at 11204 S. 204<sup>th</sup> Street
2. Gretna Optimist Club at 11821 S. 216<sup>th</sup> Street
3. Gretna Friends of the Library at 11821 S. 216<sup>th</sup> Street
4. Gretna Days Foundation at 907 Village Square
5. Gretna Baseball Foundation at 277 W. Gruenther Road Lot 277
6. Gretna Soccer Club at S. 216<sup>th</sup> Plaza (Next to Runza)

Motion by Logan Herring, seconded by Bill Proctor to approve the 6 fireworks applications for the 2020 July 4<sup>th</sup> selling season. Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

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Approval of Downtown Streetscape Improvements - Compass Utility LLC

1. Pay Request No. 1 \$98,407.78

Motion by Jason Stahr, seconded by Bill Proctor to approve pay request #1 for Compass Utility LLC. Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

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Approval of Buffalo Creek Phase 3 - Nebraska Crossing Pumping Station Standby Generator

1. Review of Bids received March 26, 2020
2. Award of Construction Contract to NMC Power Systems in the amount of \$42,975.00

Motion by Angie Lauritsen, seconded by Bill Proctor to award the construction contract to NMC Power Systems for \$42,975.00. Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

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Approval of Buffalo Creek Phase 2 undercrossing and Phase 3 Improvements - TJ Osborn Construction Inc.

1. Change Order No. 1 (+) \$45,000.00

Motion by Bill Proctor, seconded by Angie Lauritsen to approve change order #1 for TJ Osborn Construction Inc. Motion carried. Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

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**ADJOURNMENT**

Motion by Logan Herring, seconded by Angie Lauritsen Motion to adjourn. Motion carried.

Herring: Yea, Lauritsen: Yea, Proctor: Yea, Stahr: Yea. Yea: 4, Nay: 0

Minutes respectfully submitted by City Clerk Tammy Tisdall.

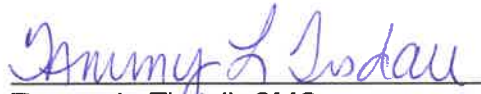
CITY OF GRETNA, NEBRASKA



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James W. Timmerman, Mayor

ATTEST:



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Tammy L. Tisdall, CMC  
City Clerk