City of Minden
P.O. Box 239, 325 N. Colorado
Minden, Nebraska 68959

phone 308.832.1820
fax 308.832.1949
www.MindenNebraska.org

The Christmas City
Minden NEBRASKA

Minutes of Council Meeting
City of Minden, Nebraska
December 22, 2017

The City Council of the City of Minden, Nebraska, met on this day at 4:00 p.m. in a special session in the Council Chambers, pursuant to advance notice of said meeting simultaneously transmitted to all members of the Council and to the public as shown by the copy thereof posted in the Minden City Hall, Outside the Minden City Hall, First Bank & Trust Co., Minden Exchange Bank & Trust Co., and the Post Office. A copy of the notice is on file in the office of the City Clerk.

Mayor Ted Griess called the meeting to order at 4:00 p.m. The following City Council members were present: Larry Evans, Teresa Sumstine, and Roger Jones. City Council members absent: Bob Carlson. The following City Officials were present: City Attorney Tom Lieske, Mayor Ted Griess, City Administrator Matt Cederburg and City Clerk Abbey Jordan.

All proceedings hereinafter were taken while the convened meeting was open to the attendance of the public.

After roll was called, Mayor Griess led those in attendance in the Pledge of Allegiance.

Then Griess made the following statement:

> "Pursuant to the Open Meetings Act and Public Records Law Requirements a current copy of the Open Meetings Act is posted for public inspection on the east wall of the Council Chambers. In addition, for public inspection, there is located on the table to the south of the chairs in the Council Chambers, a copy of the Council packet that was distributed to the members of the Council prior to this meeting. The City Council will take public comments on an agenda item, if it is deemed necessary. Please state your name and address prior to commenting."

Agenda Item #3, Mayoral Announcements. Griess wished all a Merry Christmas.

Agenda item #4, The following item was listed under the agenda item "**consent agenda**" for this meeting:

a. Consider Approval of Minutes of Previous City Council Meetings
b. Consider Acceptance of Excused Absence of Mayor or Council Member(s)
c. Consider Reports that are Enclosed in the Council Packets for This Council Meeting
d. Consider Mayoral Appointment of: Greg Sitorius to the Tree Board for a term of 1/1/2018 to 12/31/2020

Evans motioned to approve the consent agenda and Sumstine seconded. On roll call, the following voted aye: Evans, Sumstine, and Jones. Absent and not voting: Carlson. Motion carried.

Agenda Item #5, Consider Approval of Tyler Technologies License and Software Agreement for Incode 10, Financial Software.

Cederburg mentioned the advantages of Tyler Technologies over Summit. He also stated that Summit offers many of the same features that Tyler does but they are less robust. The new software would allow for better transparency to the public with financials posted on the City's website, and eliminate several excel spreadsheets and files. Jordan commented on the ease of searching for information and the ability to store documents in any function of the software such as invoices. Cederburg mentioned the user-friendly accessibility for the employees of the City of Minden using Incode such as access to information on pension and healthcare; daily hour entry; and manager approvals for time off requests. If approved, the transition period is expected to be 9 to 12 months beginning 2018.

City of Minden
P.O. Box 239, 325 N. Colorado
Minden, Nebraska 68959

phone 308.832.1820
fax 308.832.1949
www.MindenNebraska.org

The Christmas City
Minden NEBRASKA

Sumstine motioned approval of Tyler Technologies License and Software Agreement for Incode 10, Financial Software. Jones seconded. On roll call, the following voted aye: Evans, Sumstine, and Jones. Absent and not voting: Carlson. Motion carried.

Agenda Item #6, Consider Approval of Option 2 for Non-Façade Upgrades as Recommended by the Downtown Revitalization Steering Committee.

Cederburg reviewed the initial plan to spot replace concrete on the west side, north side, and a block north along the Windmill. After being assessed by the engineers, Luke Dutcher with Miller and Associates recommended that the City focus on one full street block which is Option 2.

Jones motioned for the Approval of Option 2 for Non-Façade Upgrades as Recommended by the Downtown Revitalization Steering Committee. Sumstine seconded. On roll call, the following voted aye: Evans, Sumstine, and Jones. Absent and not voting: Carlson. Motion carried.

Agenda Item #7, Consider Rescinding Resolution 1674 for Adopting the Revolving Loan Fund Plan as approved by Rural Development in accordance with the Rural Economic Development Grant Project.

Evans motioned for rescinding Resolution 1674 for Adopting the Revolving Loan Fund. Sumstine seconded. On roll call, the following voted aye: Evans, Sumstine, and Jones. Absent and not voting: Carlson. Motion carried.

Agenda Item #8, Consider Approval of Revised Resolution Adopting the Revolving Loan Fund Plan as approved by Rural Development in accordance with the Rural Economic Development Grant Project.

RESOLUTION NO. 1675

WHEREAS, THE CITY OF MINDEN, NEBRASKA is submitting an application for a $300,000 Rural Economic Development Grant which will establish a revolving loan fund for the purpose of sustaining rural economic development and job creation projects; and

WHEREAS, THE CITY OF MINDEN is committing $60,000 from its economic development funds to meet the matching dollar requirements for creating a revolving loan fund, and these matching funds wit! remain in the newly created revolving loan fund; and

WHEREAS, KEARNEY COUNTY HEALTH SERVICES is the recipient for the initial 0% interest loan for ten years for the renovation of the laboratory and radiology departments to maximize space, update the departments into one area and prepare for the installation of new medical equipment; and

WHERE AS, THE CITY OF MINDEN is an eligible Rural Utility Service borrower and is therefore eligible to participate in the Rural Economic Development Grant and Loan Program and has legal authority under its Charter to enter into a grant agreement in accordance with the provisions of 7 CFR Part 4280.

City of Minden
P.O. Box 239, 325 N. Colorado
Minden, Nebraska 68959

phone 308.832.1820
fax 308.832.1949
www.MindenNebraska.org

The Christmas City
Minden NEBRASKA

NOW, THEREFORE BE IT RESOLVED, that the City Council agrees to the provisions of the USDA regulations including all subparts of the grant agreement and authorizes the City Administrator to represent the City on all commitments and management of the application;

BE IT FURTHER RESOLVED, that the City Council does hereby certify that the project does not violate 4280 .27 regarding ineligible purposes and 4280.30 regarding restrictions on the uses of REDG and REDL funds of 7 CFR Part 4280 and that there is not conflict of interest, potential conflict of interest, or appearance of a conflict of interest known by the City of Minden; and,

BE IT FURTHER RESOLVED, that the City Administrator and/or City Treasurer be empowered and authorized to requisition grant funds under the program; and,

BE IT FURTHER RESOLVED, that the City Administrator be authorized to execute and deliver on behalf of the City of Minden the certification Form AD-1049, regarding a drug-free workplace program;

BE IT FURTHER RESOLVED, that the appropriate staff be authorized and directed to prepare and execute the necessary documents and certifications in order to carry out the intent of this resolution, subject to the review and approval of Rural Business and Cooperative Development Service loan documents by the City of Minden or its agent, and further subject to other governing documents deemed necessary by the City of Minden or its agent at their sole discretion with such documents prepared by counsel.

BE IT FURTHER RESOLVED, that the CITY OF MINDEN City Council hereby adopts the City of Minden Rural Development Plan and Scope of Work, as approved by USDA on September 21, 2017;

Councilmember Evans moved for the adoption of the foregoing Resolution. Councilmember Sumstine seconded the motion.

On roll call the following voted Aye: Evans, Sumstine, and Jones. The following voted Nay: none. The following were absent and not voting: Carlson.

The passage of said Resolution having been consented to by a majority of the members of the City Council, the Mayor declared the Resolution passed and adopted, this 22nd day of December 2017.

/s/ Ted Griess
Ted Griess, Mayor

Attest:

/s/ Abbey Jordan
Abbey Jordan, City Clerk

City of Minden
P.O. Box 239, 325 N. Colorado
Minden, Nebraska 68959

phone 308.832.1820
fax 308.832.1949
www.MindenNebraska.org

The Christmas City
Minden NEBRASKA

Evans motioned for Approval of Resolution No. 1675 Adopting the Revolving Loan Fund Plan. Sumstine seconded. On roll call the following voted aye: Evans, Sumstine, and Jones. Absent and not voting: Carlson. Motion carried.

Agenda Item #9, Public Comments. None.

Agenda Item #10, Adjournment.

Jones motioned to adjourn the meeting at 5:00 p.m. and Sumstine seconded. On roll call, the following voted aye: Evans, Sumstine, and Jones. Absent and not voting: Carlson. Meeting adjourned.

/s/ Ted Griess
Ted Griess, Mayor

ATTEST:

/s/ Abbey Jordan
Abbey Jordan, City Clerk

(SEAL)