

City of Blair Regular Council Meeting
March 25, 2025

The Mayor and City Council met in regular session in the City Council Chambers on March 25, 2025 at 7:00 PM. The following were present: Brent Clark, Holly Hafer, Kirk Highfill, James Letcher, Kent Long, Rick Paulsen, and Frank Wolff. Absent: Kevin Willis. Also present were City Administrator Green, Assistant City Administrator Barrow, Director of Public Works Heaton, City Attorney Talbot, Non-Lawyer Assistant Ferrari, Interim Library Director Lukert, Community Development Director Beiermann, and Chief Lager.

The Mayor publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held. Notice of the meeting was given in advance thereof by publication in the Enterprise or the Pilot -Tribune as shown by the affidavit of publication filed in the City Clerk's office. Notice of the meeting was simultaneously given to the Mayor and all members of the City Council, and a copy of their acknowledgement of receipt of notice and the agenda is filed in the City Clerk's office. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Agenda Item #1, #2 & #3 – Mayor Rump called the meeting to order at 7:00 p.m. followed by roll call and the Pledge of Allegiance.

Agenda Item #4 – Consent agenda approved the following: 4a) Approval of Minutes of the March 11, 2025, meeting, 4b) Clerk report of Mayoral Action of meeting and 4c) Claims as approved by the Finance Committee. Motion by James Letcher, second by Rick Paulsen to approve the Consent Agenda. Council members voted as follows: Brent Clark: Yea, Holly Hafer: Yea, Kirk Highfill: Yea, James Letcher: Yea, Kent Long: Yea, Rick Paulsen: Yea, Kevin Willis: Absent, Frank Wolff: Yea. All Council members voted: Yea: 7, Nay: 0, Absent: 1. Mayor Rump declared the motion carried.

Agenda Item #5 – Non-Lawyer Assistant Ferrari stated the proposed ordinance would rename the Park Board to the Blair Park, Recreation and Cemetery Advisory Board and outline their duties. Their duties include those outlined in state statute for a Park Board and a Cemetery Board. This Board will be in charge of recreation activities, rentals and cemetery rules and regulations. They will also be responsible for planning and maintaining trees in the parks and the area along Washington Street from 19th Street to 13th Street. They are an advisory board to the Council. The Judiciary Committee recommended approval of creating this new board for the benefit of the city. Council member Highfill introduced Ordinance 2568 to amend Chapter 2 Article 8 Section 2-801 and 2-802 of the Blair Municipal Code as recommended by the Blair Park, Recreation and Cemetery Advisory Board.

AN ORDINANCE TO AMEND THE BLAIR CITY MUNICIPAL CODE, CHAPTER 2, ARTICLE 8, AMENDING SECTIONS 2-801 AND 2-802 ESTABLISHING A PARKS, RECREATION, AND CEMETARY BOARD AND THEIR DUTIES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, PROVIDING WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT AND PUBLISHING IN PAMPHLET FORM.

Council member James Letcher moved that the statutory rule requiring reading on three different days be suspended. Council member Kirk Highfill seconded the motion to suspend the rules and upon roll Council Meeting March 25, 2025

call vote the following Council members voted: Brent Clark: Yea, Holly Hafer: Yea, Kirk Highfill: Yea, James Letcher: Yea, Kent Long: Yea, Rick Paulsen: Yea, Kevin Willis: Absent, Frank Wolff: Yea. All Council members voted: Yea: 7, Nay: 0, Absent: 1. The motion to suspend the rules was adopted by three-fourths of the Council and the statutory rule was declared suspended for consideration of said Ordinance.

Said Ordinance was then read by title and thereafter Council member James Letcher moved for final passage of the Ordinance, which motion was seconded by Council member Rick Paulsen. The Mayor then stated the question was "Shall Ordinance No. 2568 be passed and adopted?" Upon roll call vote, the following Council members voted: Brent Clark: Yea, Holly Hafer: Yea, Kirk Highfill: Yea, James Letcher: Yea, Kent Long: Yea, Rick Paulsen: Yea, Kevin Willis: Absent, Frank Wolff: Yea. All Council members voted: Yea: 7, Nay: 0, Absent: 1. The passage of said Ordinance having been concurred in by a majority of all members of the Council, the Council President declared the Ordinance adopted. A true, correct, and complete copy of said Ordinance can be found in the Ordinance Record Book.

Agenda Item #6 – City Administrator stated the proposed ordinance would modify the city's municipal code. In the municipal code, the city has adopted certain building codes. Each building code includes appendices which are up to each municipality to adopt or not adopt. The International Building Code (IBC) regulates businesses and apartments, and the city has adopted all the appendices. The International Residential Code (IRC) regulates residential construction, and the city did not adopt all the appendices. The city is now considering adopting guidelines for tiny houses. The guidelines for them are outlined in appendix Q. Therefore, this ordinance would adopt all the appendices that go along with the residential code except for Appendix L and T. The Judiciary Committee recommended adopting the appendices outlined to keep the IBC and IRC consistent. Council member Highfill introduced Ordinance 2569 to amend Chapter 9, Article 3, Section 9-301 of the Blair Municipal Code, to adopt all appendices of the International Residential Code except Appendix L and Appendix T.

AN ORDINANCE TO AMEND THE BLAIR CITY MUNICIPAL CODE, CHAPTER 9, ARTICLE 3 BY AMENDING SECTION 9-301 ADOPTING ALL APPENDICES OF THE INTERNATIONAL RESIDENTIAL CODE EXCEPT APPENDIX L AND APPENDIX T; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, PROVIDING WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT AND PUBLISHING IN PAMPHLET FORM.

Council member Kirk Highfill moved that the statutory rule requiring reading on three different days be suspended. Council member Holly Hafer seconded the motion to suspend the rules and upon roll call vote the following Council members voted: Brent Clark: Yea, Holly Hafer: Yea, Kirk Highfill: Yea, James Letcher: Yea, Kent Long: Yea, Rick Paulsen: Yea, Kevin Willis: Absent, Frank Wolff: Yea. All Council members voted: Yea: 7, Nay: 0, Absent: 1. The motion to suspend the rules was adopted by three-fourths of the Council and the statutory rule was declared suspended for consideration of said Ordinance.

Said Ordinance was then read by title and thereafter Council member Kirk Highfill moved for final passage of the Ordinance, which motion was seconded by Council member Holly Hafer. The Mayor then stated the question was "Shall Ordinance No. 2569 be passed and adopted?" Upon roll call vote, the following Council members voted: Brent Clark: Yea, Holly Hafer: Yea, Kirk Highfill: Yea, James Letcher: Yea, Kent Long: Yea, Rick Paulsen: Yea, Kevin Willis: Absent, Frank Wolff: Yea. All Council members voted: Yea: 7, Nay: 0, Absent: 1. The passage of said Ordinance having been concurred in by a majority of all members of the Council, the Council President declared the Ordinance adopted. A true, correct, and complete copy of said Ordinance can be found in the Ordinance Record Book.

Agenda Item #7 – Director of Public Works Heaton stated it is time to renew the mowing contract for the 2025-2028 mowing seasons. Staff solicited bids from 8 different contractors with one returning a bid and attending the mandatory pre-bid meeting. Superior Green, who has been our contractor for the past ten years, submitted a bid on time and in the proper format. Superior has done an excellent job in the past and staff has no issues awarding them the contract again. The bid from Superior was as follows: ROW Mowing - Bi-weekly - \$14,654.34; ROW Mowing - May/June/July - \$2,229.72; Turf - 26 Mowings - \$141,029.46; Catholic Cemetery - 26 Mowings - \$4,221.36; Vets Field - Twice weekly during playing season, weekly after - \$4066.92 for an estimated total of \$166,201.80. The Finance Committee recommended approval as it was the only bid received, and the prices are within reason. Council member Hafer introduced Resolution No. 2025-29 to accept a Mowing Bid for the 2025-2027 Mowing Seasons. Motion by Holly Hafer, second by Rick Paulsen to adopt Resolution No. 2025-29 as presented. Council members voted as follows: Brent Clark: Yea, Holly Hafer: Yea, Kirk Highfill: Yea, James Letcher: Yea, Kent Long: Yea, Rick Paulsen: Yea, Kevin Willis: Absent, Frank Wolff: Yea. All Council members voted: Yea: 7, Nay: 0, Absent: 1. Mayor Rump declared the motion carried.

Agenda Item #8 – Director of Public Works Heaton stated the city's GIS software, ArcGIS, needs a software update due to aspects of our current package being phased out in the next year. The city works very closely with JEO to help manage the back-end work of our GIS system, and they help ensure that we are up to date, and everything is working as it should. Staff use the GIS system regularly in day-to-day tasks, everything from zoning to water valve inspections, and cemetery management. There is also a public facing GIS system that is used by the public and contractors/engineering firms to help with development and future planning. This upgrade is a much-needed item. The fee for this work is \$13,464. Also, in this scope of work, there is a migration of the sign inspection program from an older GIS system to our current system. Currently the street department is entering sign data into a program called Simple Signs which is a Gworks product. Staff then pay a third party to manually bring that information over into our ArcGIS software. JEO will help bring all of our inspection data and information into our current programs and provide an inspection form that city staff can fill out for each sign. The fee for this work is \$8,906.00. The total contract fee is \$22,370.00. The Transportation Committee recommended approval. Council member Letcher introduced Resolution 2025-30 to approve JEO to update GIS system and Sign Inventory Software. Motion by James Letcher, second by Rick Paulsen to approve Resolution No. 2025-30 as presented. Council members voted as follows: Brent Clark: Yea, Holly Hafer: Yea, Kirk Highfill: Yea, James Letcher: Yea, Kent Long: Yea, Rick Paulsen: Yea, Kevin Willis: Absent, Frank Wolff: Yea. All Council members voted: Yea: 7, Nay: 0, Absent: 1. Mayor Rump declared the motion carried.

Agenda Item #9 – City Administrator Green stated this week is Nebraska Severe Weather Awareness Week. Green asked Jake Dunn, City Public Safety and Communications Coordinator, to update the Mayor, Council and public on the emergency alert system being provided to citizens to connect with emergency alerts. The city can also use this system to inform the public regarding snow emergencies, water main breaks or street closings. Dunn encouraged everyone to register for this system. He will be promoting the information on the city's social media network as well. City Administrator Green stated the city received notification that Joe Lager had passed the CLEA certification test, and the city has been awarded a grant to pay for one-half of the certification. Chief Joe Lager will be retiring in mid-April but is willing to come back part time to complete the CLEA certification for the police department. Chief Joe Lager then approached the Council stating his last day of employment will be April 11 and read a farewell statement regarding his time with the city. The Mayor and City Council thanked Chief Lager for his 40+ plus years with the Police Department.

Agenda Item #10 – Motion by Brent Clark, second by James Letcher to adjourn the meeting 7:36 p.m. Council members voted as follows: Brent Clark: Yea, Holly Hafer: Yea, Kirk Highfill: Yea, James Letcher: Yea, Kent Long: Yea, Rick Paulsen: Yea, Kevin Willis: Absent, Frank Wolff: Yea. All Council members voted: Yea: 7, Nay: 0, Absent: 1. Mayor Rump declared the motion carried.

The following claims were approved: Accurate Locksmiths, Svc, 186.50; AssetHR, Payrl, \$455927.09; Air Products & Chemicals, Inv, 13919.42; Amerisource Hr Consulting, Inv, 2250.00; Bdb Walls Llc, Svc, 50.00; Bizco Technologies, Inv, 77262.88; Black Hills Energy, Svc, 3892.05; Bonine Garage Doors, Svc, 1653.40; Carquest Auto Parts, Inv, 32.92; Cdw Government Inc, Inv, 1890.00; Cede & Co, Bond, 121254.38; Christiansen Masonry, Ref, 500.00; City Of Blair, Svc, 130.84; Colony Custom Homes, Svc, 500.00; Combs Jeff, Reimb, 35.00; Country Tire Inc, Svc, 36.71; Crowne Plaza, Svc, 774.75; Damme Tony, Svc, 500.00; Ejs Supply, Inv, 2204.12; Ferrari Katelyn, Svc, 386.20; First National Bank, Svc, 6123.80; Fremont Electric, Svc, 1248.85; Gateway Development Corp, Svc, 150.00; Gethmann Construction, Svc, 1377.09; Grainger, Inv, 494.90; Hach Co, Inv, 199.53; Hawkins Inc, Inv, 7062.00; Hayes & Associates, Svc, 15000.00; Hdr Engineering Inc, Svc, 44671.98; Heartland Natural Gas, Inv, 4470.97; Heaton Charles J, Svc, 583.75; Henton Trenching Inc, Svc, 937.50; Horizon Rehabilitation, Svc, 420.00; International Code Counc, Svc, 155.00; Jeo Consulting Group Inc, Svc, 3562.50; Kelly Ryan Equipment Co, Svc, 179.68; League Of Ne Municipaliti, Svc, 100.00; Long's Ok Tire Stores, Svc, 903.95; Mckinnis Roofing & Sheet, Svc, 50.00; Mid-American Benefits Llc, Svc, 3149.77; Midwest Maritime Services, Svc, 15300.00; Mississippi Lime Co, Inv, 35019.31; Nalco Company, Inv, 7972.72; Nastase Roofing, Svc, 579.00; Nebraska Dept Of Revenue, Svc, 11876.83; Nebraska Loess Hills, Svc, 350.00; Nebraska Public Health, Svc, 982.00; Ne-Ia Industrial Fastener, Inv, 20.09; Nsg Logistics Llc, Inv, 6416.25; Nwea, Svc, 350.00; Odeys Inc, Inv, 464.95; Olsson Associates, Svc, 7606.00; Olsson Associates., Svc, 4380.00; One Source, Svc, 57.00; O'reilly Auto Parts, Inv, 124.70; Principal Financial Group, Pen, 60656.51; Retelsdorf John, Svc, 249.90; Sampson Construction Co, Svc, 736.89; Sapp Bros Petroleum, Inv, 1985.76; Sid Dillon, Svc, 98.75; Thompson Solutions Group, Svc, 2381.25; Thrasher Inc, Svc, 50.00; Titan Machinery, Inv, 12377.68; Total Truck & Machine, Svc, 47.15; Ty's Outdoor Power & Serv, Inv, 392.31; Usabluebook, Inv, 1202.91; Wakefield Towing And Reco, Svc, 200.00; Washington Co Bank, Loan, 25913.75; Washington Co Rural Water, Svc, 77.42; Woodhouse Ford, Svc, 269.25.

Melinda K. Rump, Mayor

ATTEST:

Brenda Wheeler, City Clerk

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