

Agenda
Yutan City Council
Tuesday, November 19th, 2024
7:00 P.M. – Yutan City Hall
112 Vine St, Yutan NE 68073

The mayor and city council reserve the right to enter into a closed session per Section 84-1410 of Nebraska State law. The sequencing of agenda items is provided as a courtesy; the mayor and city council reserve the right to address each item in any sequence they see fit.

7:00 Meeting to Order

Statement from the Mayor Regarding the Posted Location of Open Meetings Act

Statement from the Mayor Regarding the Meeting Code of Conduct

Roll Call

Pledge of Allegiance

1) Consent Agenda

- a. Approve Minutes of October 22nd, 2024 Regular Meeting
- b. Treasurer's Report
- c. Claims

2) Open Discussion from the Public

- a. Those wishing to speak on agenda items or other items relating to city business, not on the agenda may speak at this time only. Speakers must sign in with the Clerk or Administrator prior to the commencement of the meeting. Each speaker will be limited to three minutes. No action will be taken on these discussion items at this time.

3) Presentation From Guests

- a. John Hassett with Advance Gaming-Keno app

4) Ordinances and Public Hearing

- a. Ordinance 809-To Repeal Provisions for the Park and Forestry Board and Replace with the Creation of a Park Advisory Board.
 - i. Staff Reporting
 - ii. Public Hearing
 - iii. Ordinance 806

5) Resolutions

- a. Resolution 2024-9 Year-end Certification of City Street Superintendent
 - i. Appointment of Steve Parr, JEO Consulting Group, as City Street Superintendent
- b. Resolution 2024-10 Keno Renewal with Advance Gaming

6) Other Action Items

- a. Appointment of JEO Consulting Group as the City Engineer for 2025
- b. Approval of the OMNI pay voucher for \$130, 035.13
- c. Approval of Pay Application #5 to HD Utilities and Grading in the amount of \$53,408.29
- d. Certificate of Substantial Completion and Punch List for 1st and Poplar Street Project

7) Discussion Items

8) Supervisor Reports

- a. Library Director
- b. Utility Superintendent
- c. Police Chief
- d. Community Planner
- e. City Administrator

9) Items for Next Meeting Agenda

Meeting Adjourned

NEXT MEETING DATES

Planning Commission - December 10th, 2024, 7:00 P.M.

City Council Meeting - December 17th, 2024, 7:00 P.M.

Anyone desiring to speak before the mayor and city council should contact the city clerk by the Monday preceding the city council meeting by 4:00 p.m. Anyone desiring to speak on any item on the agenda is invited to do so but should limit himself/herself to 3 minutes. After being recognized by the mayor, give your name and address for the record. Anyone desiring to speak for a longer period of time should make arrangements with the city clerk prior to the meeting. All speakers shall address the mayor and city council only. Anyone attending the meeting who may require auxiliary aid or service should contact the city clerk in advance.

Yutan City Council
Tuesday, October 8th, 2024
7:00 p.m. Yutan City Hall

EXTRACT FROM MINUTES OF A REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF YUTAN, IN THE COUNTY OF SAUNDERS, STATE OF NEBRASKA HELD AT THE CITY OFFICE IN SAID CITY ON THE 8th DAY OF OCTOBER 2024, AT 7:00 p.m.

Notice of the meeting was given in advance thereof by posting notice, a designated method for giving notice, as shown by the Affidavit of Publication and Certificate of Posting Notice attached to these minutes. Notice of this meeting was given to Mayor Thompson and all members of the Yutan City Council, and a copy of their acknowledgment of receipt of the notice and the agenda is attached to these minutes. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

The meeting was called to order at 7:00 p.m. by Mayor Thompson. Councilmembers Lawton, Chittenden, and Peterson were present. Council President Schimenti was absent. Mayor Thompson informed all the individuals present of the location of the Open Meetings Act and Code of Conduct. The meeting was opened with the Pledge of Allegiance.

1) Consent Agenda

- a. Approve Minutes of the September 23rd, 2024, Special Meeting
- b. Treasurer's Report
- c. Claims-**ARCS-LLC** \$207.00, **Bomgaars** \$63.06, **Canon** \$334.62, **Cardmember Services** \$2432.51, **Column Software PBC** \$291.98, **Costa, Robert** \$8.00, **Cubby's** \$517.89, **Culligan** \$120.50, **Eakes** \$787.52, **ECS** \$316.00, **Engel, Vicki** \$270.00, **Frontier Cooperative** \$350.00, **Grass Pad Warehouse** \$68.46, **Heldt, Ashley** \$337.50, **Hometown Leasing** \$69.74, **JEO** \$8172.50, **Konecky** \$89.67, **LARM** \$49,094.00, **Lowes** \$1680.44, **Martin Marietta** \$2106.51, **MUD** \$48.00, **Midwest Labs** \$199.57, **Nebraska Department of Revenue** \$947.21, **NE Public Health Environmental Lab** \$60.00, **Neenah Foundry** \$213.00, **NMC Cat** \$1046.63, **Odeys** \$1080.85, **One Call Concepts** \$15.58, **PepperBall** \$2240.00, **Pitney Bowes Global Finance** \$46.22, **Purchase Power** \$619.91, **Ric Ortmeier CPA** \$6000.00, **RoadRunner Transportation** \$370.75, **The Diamonds Groundskeeper** \$3260.00, **The Lincoln National Life Insurance** \$334.36, **Thiele Geotech Inc.** \$2283.50, **United States Treasury** \$31,325.70, **US Cellular** \$91.26, **Wilke Plumbing** \$155.00, **Total w/o Payroll** \$117,385.38, **Payroll** \$24,451.29, **Total w/Payroll** \$141,836.67.
- d. A motion to approve the consent agenda was made by Chittenden and seconded by Lawton. Upon roll call vote was as follows: YEAH: Lawton, Chittenden, Peterson. NO: None, Motion Carried.

2) Open Discussion from the Public

- a. Aaron Archer- Spoke on how he came to last month's regular council meeting and asked for assistance for the park board from the city council and the city office and that he still has not received any assistance or guidance. He also stated that he did not realize that the council was looking at dissolving the park board until this meeting and that having a

- heads up would have been nice. Mr. Archer also believes that it would be a mistake and that if he received the help he needs, the park board can continue running accordingly.
- b. Justin Barney-Mentioned that at the special meeting that was held last month that it was mentioned dissolving the park board and that he has thought a lot about it and whether there continues to be a park board or not he is going to continue to help the community in any way possible. Mr. Barney also brought to the council the possibility of placing a pavilion by the pickleball courts.

3) **Action Items**

a. Dissolving of the Park Board

- i. Mayor Matt Thompson stated that he asked for this to get placed on the agenda after talking to the city attorney, it may be easier to dissolve the park board and change it to a committee, thereby easing the group's requirements to follow the Open Meetings Act. City Attorney Maureen Freeman-Caddy stated that if they were to stay under their current organizational form, then they must follow the Open Meetings Act; if they are just going to be a committee, then they could meet informally and bring ideas/proposals to the council, Freeman-Caddy also stated that any action to change the board must be done by ordinance. Council member Chittenden asked if an informal committee format would require appointment of its members. Freeman-Caddy confirmed Council's appointment of members to the committee, but the committee would not have authority to act or make spending decisions without council approval. Mayor Thompson asked if it would have to be an ordinance to dissolve the park board as well. Administrator Oliva asked if it could all be done in one ordinance or if they would have to be separate ordinances. Freeman-Caddy informed the Council that it can all be done in one ordinance. Council member Chittenden likes the idea of a committee, but worries that it would eventually fizzle out. He was under the belief that the park board was already a committee and did not have as much authority as they have. Mayor Thompson asked what had been brought to the council by the park board in the past. Aaron Archer said that early on that he had requested the park board budget and that the city said that they could not do that and that it was never done. Council member Peterson asked if it stays as is, can the park board take the budget and do what they want with it whereas if it's a committee they would come and ask the city council for their thoughts? Administrator Oliva confirmed that the park board can spend the parks budget as they see fit and that they have a say in what the park employees work on. City attorney Freeman-Caddy will draft a skeleton ordinance and the council and members of the park board can work together to fill in what their duties will be.
- ii. A motion to have city attorney Maureen Freeman-Caddy draft a skeleton ordinance for the November council meeting was made by Peterson and seconded by Chittenden. Upon roll call vote was as follows: YEAH: Chittenden, Peterson, Lawton. NO:None, Motion Carried.

b. Pay Application #4 to HD Grading & Utilities in the amount of \$64,277.04

- i. A motion to approve pay application #4 to HD Utilities and Grading in the amount of \$64,277.04 was made by Chittenden and seconded by Lawton. Upon roll call vote was as follows: YEAH: Peterson, Lawton, Chittenden. NO: None, Motion Carried.

- c. Appointment of a new Community Redevelopment Authority Board member
 - i. A motion to appoint Grady Shacke to the CRA board was made by Chittenden and seconded by Peterson. Upon roll call vote was as follows: YEAH: Lawton, Chittenden, Peterson. NO: None, Motion Carried.
- d. :Acceptance of bids for concrete work Schimenti joined at 7:29
 - i. Council member Kyle Schimenti joined the meeting at 7:29 p.m.
 - ii. A motion to accept Cody's Custom Concrete bid in the amount of \$123, 750.00 for the concrete work on Vine Street, Second Street, and HWY 92 was made by Peterson and seconded by Lawton. Upon Roll call vote was as follows. YEAH: Lawton, Chittenden, Peterson. NO: None. ABSTAIN: Schimenti, Motion Carried.
- e. Acceptance of Ric Ortmeier contract for yearly audit
 - i. A motion to accept Ric Ortmeiers contract for the yearly audit was made by Peterson and seconded by Chittenden. Upon roll call vote was as follows: YEAH: Chittenden, Peterson, Lawton, Schimenti, NO: None. Motion Carried.

4) **Discussion Items**

- a. Community Planner-Hazard Mitigation
 - i. Community Planner Robert Costa went over the updated hazard mitigation plan and process that is renewed every 5 years. He stated that the point of this plan is for FEMA to plan for budgeting in case there were to ever be a disaster and what the emergency plan would be for the city. The NRD does not allow the council to modify this plan and the council gets the choice to accept or deny it. Costa is just wanting to bring this to the council's attention ahead of time so that if they have any input they would have a chance to provide input and take part in it before it is too late for them to have a say. Council member Schimenit asked if another part of accepting the plan would be grant money. Costa stated that yes it would be.
- b. Entrance Sign Upgrade
 - i. City Clerk Bolter stated that there have been several issues with the marquee sign by the highway due to connectivity issues. The sign is also outdated and could use and update to the electrical parts of the sign. Discussion was held over whether to get just a wireless router and not use the antenna for the connection if that would help or if we should look at replacing it. The council has asked City Clerk Bolter to get a few more quotes on what it would cost to update the sign.
- c. Mayor Thompson brought up the sidewalk that the council was looking at widening may need to be pushed off until next year. Mayor Thompson stated that Administrator Oliva and Community Planner Costa had found a grant that would pay for up to 80% of the project. Administrator Oliva stated that if we start working on the leg work of this and have everything ready to attempt to apply it for the grant for next year.
- d. Mayor Thompson wanted to talk about updating the Christmas decorating for the city. The current ones are timeless and outdated. Currently we have a quote from Hardman Lawn and Landscaping for the purchasing and installing of the new decorations. The council just needs to pick out which ones they would prefer. Mayor Thompson also stated that we are looking at placing a Christmas Tree at the intersection of Vine and Second Streets

- 5) **Supervisor Reports**
- a. Library Director
 - b. Utility Superintendent
 - c. Police Chief
 - d. Community Planner
 - e. City Administrator

6) **Items for Next Meeting Agenda**

Meeting Adjourned- A motion to adjourn at 8:06 p.m. was made by Peterson and seconded by Chittenden. Upon roll call vote was as follows: **YEAH:** Lawton, Schitmenti, Chittenden, Peterson, **NO:** None, Motion Carried.

NEXT MEETING DATES

Special Meeting-October 22nd, 2024, 6:00 P.M.

Planning Commission - November 12th, 2024, 7:00 P.M.

City Council Meeting - November 19th, 2024, 7:00 P.M.

Anyone desiring to speak before the mayor and city council should contact the city clerk by the Monday preceding the city council meeting by 4:00 p.m. Anyone desiring to speak on any item on the agenda is invited to do so but should limit himself/herself to 3 minutes. After being recognized by the mayor, give your name and address for the record. Anyone desiring to speak for a longer period of time should make arrangements with the city clerk prior to the meeting. All speakers shall address the mayor and city council only. Anyone attending the meeting who may require auxiliary aid or service should contact the city clerk in advance.

Matt Thompson, Mayor

Brandy Bolter, City Clerk/Treasurer



Accounts

Checking Account

*** 7727 GENERAL FUND MONEY MA	Current balance	Available balance
****7727	\$37,140.02	\$37,140.02
***0140 GENERAL ACCOUNT		
****0140		
***6578 BOND FUND	Current balance	Available balance
**6578	\$82,749.47	\$82,749.47
***7725 RESERVE ACCOUNT	Current balance	Available balance
****7725	\$160,962.37	\$160,962.37
COMM REDEVELOPMENT **5469	Current balance	Available balance
****5469	\$357,406.98	\$357,406.98
GENERAL ACCOUNT	Current balance	Available balance
**3377	\$302,041.08	\$302,041.08
KENO CHECKING ACCT **7959	Current balance	Available balance
****7959	\$119,284.66	\$119,284.66
SEWER ACCT ** 7970		
****7970		
WATER BILL **7948	Current balance	Available balance
****7948	\$372,299.68	\$372,299.68
Total	\$1,431,884.26	\$1,431,884.26

	Amount	Discription	Account	
All Phase Electric	\$570.00	Building Inspections	10480	
All Star Plumbing	\$1,975.00	Repairs on the water line at lagoons and water line at shop	80730	
ARCS-LLC	\$3,625.28	Google Workspace, new laptops for office and setup	10310, 10260	
Bauer Built	\$80.00	tracks for skid-wrong size and returned	20650, 80690, 90690	
Benefit Plans Inc.	\$426.25	Annual plan administration	10240	
Bomgaars	\$289.99	Street Supplies	20920	
Bromm Lindahl Freeman-Caddy & Lausterer	\$1,108.50	Attorney Fees	10200	
Capital Business Systems, Inc	\$177.10	Office Phones	10080, 90080, 10680, 11080	
Cardmember Services	\$4,767.20	Credit Card Statement	Multiple	
Churchich Recreation	\$1,628.46	New swing for Timbercrest park	10830	Keno
Column Software PBC	\$85.66	Local Publishing	10330	
CS Concrete LLC	\$1,032.50	Timbercrest Park Walking Bridge	10830	Keno
Cubbys	\$413.92	Monthly Gas between utilities and police	20240, 80240, 90240, 11240	
Culligan	\$84.25	Water cooler and Water	13260, 10260, 20260, 80260, 90260	
Drop In LLC	\$369.15	Toilet rentals	14260	
Eakes	\$1,364.93	Document hosting and Office Supplies	10260, 10310	
ECS Technology Solutions	\$316.00	Microsoft 365, server hosting, antivirus	10310	
Engel, Vicki	\$270.00	Office Cleaning	10260	
Highway Signing Inc.	\$5,693.25	Street line painting	20920	
Hometown Leasing	\$69.74	Copier Lease	10680	
Hydro Optimization & Automation Solutions Inc.	\$1,229.75	Lift station communication repairs	90690	
Jefferies, Christina	\$19.43	Mileage Reimbursement	13280	
JEO	\$2,605.00	1st and Poplar Street Project	21050	
LARM	\$813.87	Insurance for new tractor	80040, 90040, 20030, 14060	
League of Nebrasak Municipalities	\$3,897.00	Annual Membership dues	10280	
Lowes	\$126.79	Park Improvements and Street Repairs	14390, 20830	
Metropolitan Utilities District	\$55.30	Gas utilities for Shop	20820	
Midwest Laboratories Inc	\$80.40	Testing kits	80640	
Municipal Supply, Inc	\$1,991.04	Curb Stops	80690	
Nebraska Municipal Clerks Association	\$100.00	Annual Membership dues	10280	
NMC Cat	\$2,936.52	Tracks	20650, 80690, 90690	
NE Public Health Environmental Lab	\$30.00	Water Testing	80640	
Nebraska Rural Water Association	\$275.00	Water Conference	80280, 90280	
One Call Concept	\$14.78	Locating Fee	80270	
OPPD	\$4,638.59	Electric Utility Bill	Multiple	
Pitney Bowes	\$242.40	Postage Machine Lease	10680	
Power Manager	\$7,934.75	Annual software dues	80100, 90780, 90980	
Purchase Power	\$421.32	Postage	80260, 90260	
Quality Irrigation	\$2,160.00	Repair to irrigation system from 1st and Poplar Project	21050	
Road Runner Transportation	\$370.75	Monthly Trash Service	20810	
Russell, Kristen	\$25.17	Gas for Police Cruiser	11240	
The Lincoln Natioanl Life Insurance	\$334.36	Life and Disability insurance for employees	1007F	
Thiele Geotech Inc	\$1,748.00	Testing for 1st and Poplar Project	21050	
Turf Pros Inc.	\$2,305.18	Replacement of turf at Mason Creek Apartments	21050	
Uline	\$439.11	New containers for police investigators	11260	
United States Treasury	\$20,421.19	Tax filing fees and October 941, Biweekly 941 payment after payroll	1007F	
US Cellular	\$310.18	Utilites Tablet and Police Phone	10080, 90080, 11080	
Van Ackeren, Laurie	\$265.52	Mileage Reimbursement	13280, 13110	
Wilke Plumbing	\$125.00	Meter Replacement	80260	
Total w/o Payroll	\$52,062.22			
Payroll	\$32,229.32			
Total w/Payroll	\$84,291.54			



November 2024 Statement

Open Date: 10/03/2024 Closing Date: 11/01/2024

Visa® Community Card

Page 1 of 5

Account: 4798 5100 5564 4096

Elan Financial
Services

1-866-552-8855

BUS 30 ELN

8

1

CITY OF YUTAN (CPN 001592230)

New Balance	\$4,767.20
Minimum Payment Due	\$2,385.00
Payment Due Date	11/28/2024

Reward Points

Earned This Statement	4,767
Reward Center Balance	85,359
as of 10/31/2024	
For details, see your rewards summary.	

Activity Summary

Previous Balance	+	\$2,432.51
Payments	-	\$2,432.51CR
Other Credits	-	\$1.02CR
Purchases	+	\$4,768.22
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00

New Balance	=	\$4,767.20
Past Due		\$0.00
Minimum Payment Due		\$2,385.00
Credit Line		\$6,000.00
Available Credit		\$1,232.80
Days in Billing Period		30

Payment Options:



Mail payment coupon
with a check



Pay online at
myaccountaccess.com



Pay by phone
1-866-552-8855

Please detach and send coupon with check payable to: Elan Financial Services CPN 001592230



0047985100556440960002385000004767201

24-Hour Elan Financial Services: 1-866-552-8855

to pay by phone
to change your address

000087758 01 SP 000638834027558 P Y

CITY OF YUTAN
ACCOUNTS PAYABLE
PO BOX 215
YUTAN NE 68073-0215



Account Number	4798 5100 5564 4096
Payment Due Date	11/28/2024
New Balance	\$4,767.20
Minimum Payment Due	\$2,385.00

Amount Enclosed \$

Elan Financial Services

P.O. Box 790408
St. Louis, MO 63179-0408





November 2024 Statement 10/03/2024 - 11/01/2024
CITY OF YUTAN (CPN 001592230)

Elan Financial Services 1-866-552-8855

Page 2 of 5

Community Card Rewards

Rewards Center Activity as of 10/31/2024	
Rewards Center Activity*	0
Rewards Center Balance	85,359

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	4,767	30,063
Total Earned	4,767	30,063

Points Expiring on 12/31/2024: 3805

For rewards program inquiries and redemptions, call 1-888-229-8864 from 8:00 am to 10:00 pm (CST) Monday through Friday, 8:00 am to 5:30 pm (CST) Saturday and Sunday. Automated account information is available 24 hours a day, 7 days a week.

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Transactions VANACKERMEN LAURIE Credit Limit \$3000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Other Credits					
10/04	10/02	9825	AMAZON RETA* UN0ED1O03 WWW.AMAZON.CO WA MERCHANDISE/SERVICE RETURN	\$1.00CR	_____
10/18	10/17	0221	AMAZON RETA* ZZ8JL1JP0 WWW.AMAZON.CO WA MERCHANDISE/SERVICE RETURN	\$0.02CR	_____
Purchases and Other Debits					
10/03	10/02	7869	AMAZON MKTPL*GA2EW8Y93 Amzn.com/bill WA	\$225.96	_____
10/03	10/02	5282	AMAZON MKTPL*PR8Z90LI3 Amzn.com/bill WA	\$58.91	_____
10/09	10/09	7569	THRIFT BOOKS GLOBAL, L 253-275-2241 WA	\$36.29	_____
10/09	10/08	0356	AMAZON RETA* XR8LP7BO3 WWW.AMAZON.CO WA	\$34.68	_____
10/10	10/09	1826	PHILLIPS 66 - SPEEDEE KEARNEY NE	\$5.99	_____
10/10	10/09	7589	AMZN Mktpl US*ID0HH73O3 Amzn.com/bill WA	\$23.92	_____
10/11	10/10	2093	AMAZON MKTPL*6J9124AN3 Amzn.com/bill WA	\$220.24	_____
10/11	10/10	4125	AMAZON RETA* AS5UX0PH3 WWW.AMAZON.CO WA	\$34.70	_____
10/11	10/10	1640	JOYS TABLE KEARNEY NE	\$75.31	_____
10/15	10/11	6836	AMZN Mktpl US*YH8B19T43 Amzn.com/bill WA	\$31.98	_____
10/15	10/11	0172	AMAZON RETA* IJ7DL1493 WWW.AMAZON.CO WA	\$8.95	_____

Continued on Next Page



November 2024 Statement 10/03/2024 - 11/01/2024
CITY OF YUTAN (CPN 001592230)

Page 3 of 5
Elan Financial Services 1-866-552-8855

Transactions VANACKERMAN LAURIE Credit Limit \$3000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
10/15	10/10	2486	TST*CELLAR SPORTS BAR Kearney NE	\$31.08	
10/15	10/12	7195	PHILLIPS 66 - SPEEDEE KEARNEY NE	\$4.85	
10/15	10/11	8110	TST*BILLY JACKS KEARNE Kearney NE	\$33.49	
10/15	10/12	5885	COMFORT INNS KEARNEY NE	\$484.58	
10/17	10/16	1427	AMAZON MKTPL*MO9WC46F3 Amzn.com/bill WA	\$34.49	
10/17	10/15	8846	HOBBY-LOBBY #727 FREMONT NE	\$39.25	
10/17	10/16	8929	USPS PO 3099600073 YUTAN NE	\$8.66	
10/17	10/16	2937	AMAZON RETA* ZZ8JL1JP0 WWW.AMAZON.CO WA	\$35.39	
10/22	10/21	6497	AMAZON MKTPL*WP3HT92J3 Amzn.com/bill WA	\$11.99	
10/23	10/22	0698	AMAZON MKTPL*V19H98MU3 Amzn.com/bill WA	\$116.83	
10/23	10/22	2498	Amazon.com*YK4XR9MP3 Amzn.com/bill WA	\$20.98	
10/23	10/22	2069	Canva* 04312-66536776 737-2853388 DE	\$119.99	
10/24	10/23	3531	WM SUPERCENTER #776 FREMONT NE	\$35.21	
10/25	10/24	2391	AMAZON RETA* MK0C185I3 WWW.AMAZON.CO WA	\$25.33	
10/28	10/25	9714	DOLLAR TREE FREMONT NE	\$42.00	
10/28	10/26	7470	AMAZON RETA* MS8GN0RT3 WWW.AMAZON.CO WA	\$17.00	
10/30	10/29	5603	AMAZON MKTPL*LN0PU1VP3 Amzn.com/bill WA	\$27.96	
10/30	10/29	1350	AMAZON RETA* G840U7WZ3 WWW.AMAZON.CO WA	\$98.96	
10/31	10/30	1408	temu.com temu.com CA	\$65.06	
10/31	10/30	4974	AMAZON RETA* 6U6H21QY3 WWW.AMAZON.CO WA	\$25.39	
Total for Account 4798 5100 5738 6498				\$2,034.40	

Transactions WOSTER GREGORY L Credit Limit \$1000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
10/07	10/03	5621	HOLIDAY INN EXPRESS 3086321000 NE	\$457.00	
11/01	10/31	7875	DOLLAR GENERAL #18402 YUTAN NE	\$3.43	
11/01	10/31	7792	DOLLAR GENERAL #18402 YUTAN NE	\$9.73	
11/01	10/30	4912	MENARDS ELKHORN NE ELKHORN NE	\$14.92	
Total for Account 4798 5100 7015 9260				\$485.08	

Transactions BOLTER BRANDY Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
10/10	10/09	0513	WM SUPERCENTER #3267 OMAHA NE	\$96.17	
10/10	10/09	4837	COSTCO WHSE #1012 OMAHA NE	\$64.64	
10/10	10/09	8173	U.S. CELLULAR WWW.USCELLULA IL	\$0.08	

Continued on Next Page



November 2024 Statement 10/03/2024 - 11/01/2024
CITY OF YUTAN (CPN 001592230)

Page 4 of 5
Elan Financial Services 1-866-552-8855

Transactions BOLTER BRANDY Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
10/10	10/09	3167	AMAZON MKTPL*ZB8GZ31X3 Amzn.com/bill WA	\$45.44	_____
10/10	10/09	9255	AMZN Mktp US*W74U392Q3 Amzn.com/bill WA	\$33.43	_____
10/11	10/10	0329	CREATEATEEOMAHA.COM WWW.CREATEATE NE	\$518.96	_____
10/15	10/12	7975	DOLLAR GENERAL #18402 YUTAN NE	\$69.47	_____
10/18	10/17	5981	CONNECTTEAM.COM 9173382283 NY	\$588.00	_____
10/24	10/23	7422	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$16.87	_____
10/28	10/25	2978	AMAZON RETA* AN2TG14V3 WWW.AMAZON.CO WA	\$189.95	_____
10/30	10/24	0022	SIRCHIE ACQUISITION CO 919-5542244 NC	\$252.05	_____
10/30	10/29	7947	AMAZON MKTPL*8O1NW9YZ3 Amzn.com/bill WA	\$71.98	_____
10/31	10/30	9138	AMAZON MKTPL*SX28A1MR3 Amzn.com/bill WA	\$16.98	_____
Total for Account 4798 5103 4909 1104				\$1,964.02	

Transactions HANNAN TIM S Credit Limit \$1000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
10/15	10/11	1537	CLUB CAR WASH GOLD STR 573-256-2601 NE	\$37.45	_____
11/01	10/31	2297	DOLLAR GENERAL #18402 YUTAN NE	\$84.25	_____
11/01	10/31	2115	DOLLAR GENERAL #16149 VALLEY NE	\$12.00	_____
11/01	10/31	3091	SQ *HEATHER KENNEDY gosq.com NE	\$150.00	_____
Total for Account 4798 5107 8414 5654				\$283.70	

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
10/15	10/11	0097	PAYMENT THANK YOU	\$2,432.51CR	_____
Total for Account 4798 5100 5564 4096				\$2,432.51CR	

2024 Totals Year-to-Date	
Total Fees Charged in 2024	\$0.00
Total Interest Charged in 2024	\$339.46



November 2024 Statement 10/03/2024 - 11/01/2024

CITY OF YUTAN (CPN 001592230)

Page 5 of 5

Elan Financial Services 1-866-552-8855

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

**APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	18.74%	
**PURCHASES	\$4,767.20	\$0.00	YES	\$0.00	18.74%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	28.74%	

Contact Us



Phone

Voice: 1-866-552-8855
TDD: 1-888-352-6455
Fax: 1-866-807-9053



Questions

Elan Financial Services
P.O. Box 6353
Fargo, ND 58125-6353



Mail payment coupon
with a check

Elan Financial Services
P.O. Box 790408
St. Louis, MO 63179-0408



Online

myaccountaccess.com

End of Statement

Memorandum

To: Mayor and City Council
From: Brandy Bolter
Date: 11/13/24
Re: Ordinance

Last month the city council reviewed a proposed ordinance with City attorney Maureen Freeman-Caddy about restructuring the Park Board and creating a Park Committee. After agreement on the proposed ordinance the city attorney prepared the ordinance for the city council to prepare for its first reading.

Action Item - Seeking a motion and a second to pass/deny ordinance 809 to Repeal Provisions for the Park and Forestry Board and Replace with the Creation of a Park Advisory Board.

ORDINANCE NO. 809

AN ORDINANCE OF THE CITY OF YUTAN, SAUNDERS COUNTY, NEBRASKA; TO REPEAL PROVISIONS FOR A PARK AND FORESTRY BOARD AND REPLACE WITH THE CREATION OF A PARK ADVISORY BOARD; TO UPDATE PROVISIONS FOR DEAD AND DANGEROUS TREE REGULATIONS AND NOTICE; TO RECODIFY PROVISIONS RELATED TO TREES ON PUBLIC PROPERTY; TO PROVIDE FOR THE SEVERABILITY OF ANY SECTION, CLAUSE, PROVISION OR PORTION FOUND UNCONSTITUTIONAL OR INVALID; TO REPEAL ALL ORDINANCES IN CONFLICT HERewith; TO PROVIDE THAT THIS ORDINANCE SHALL BE PUBLISHED EITHER IN PAMPHLET FORM OR BY POSTING AND PROVIDE AN EFFECTIVE DATE; AND TO PROVIDE THAT THIS ORDINANCE SHALL BE MADE A PART OF THE MUNICIPAL CODE OF THE CITY OF YUTAN, NEBRASKA.

WHEREAS, the Municipal Code currently provides for a Park, Recreation and Forestry Board; and

WHEREAS, the City Council and the Mayor of the City of Yutan have determined that it is in the best interests of the City to have a citizen advisory committee to investigate, study, propose and make recommendations to the City Council regarding maintenance, funding projects, rules and regulations and improvements for parks and recreation for the City; and

WHEREAS, the City Council has determined that the provisions for Trees and Forestry are better provided for in Chapter 6 of the Municipal Code, except for Dead and Dangerous Trees, which shall be updated pursuant to state law, and recodified in Chapter 3.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF YUTAN, NEBRASKA, as follows:

Section 1. That the findings here and above should be, and they are hereby made a part of this Ordinance, as fully as if set out at length herein.

Section 2. That Chapter 2, Article 5 of the City of Yutan Municipal Code shall be amended, and certain provisions recodified and renumbered as follows:

Article 5 - Parks and Recreation Advisory Committee

SECTION 2-501: MEMBERS

There is hereby created a Parks and Recreation Advisory Committee, hereinafter referred to as the Committee, composed of five members, all citizens and residents of the city.

Members shall be appointed by the mayor with the approval of the City Council. Such members may be removed by the mayor and a majority of the council.
(Am. Ord. 650, 12-20-05; Am Ord 809, __-__-24)

SECTION 2-502: TERMS

The terms of the initial members of the committee shall be staggered, with two members appointed for one year; one member appointed for two years; one member appointed for three years; and one member appointed for four years, thereafter, each newly appointed board member appointed shall serve a four-year term. Any vacancy shall be filled by appointment by the mayor with approval of the City Council for the duration of the unexpired term. (Am. Ord. 809, __-__-24)

SECTION 2-503: DUTIES

1. The Committee shall study, investigate, counsel, develop, update and administer a written plan annually for the upkeep, repair and replacement of city parks and recreational facilities. The written plan shall contain advisement and suggestions regarding recreational programs for the citizens of the city including but not limited to baseball, softball, soccer, and possible future recreational activities.
2. The Committee will investigate, provide assistance and make recommendations to the City Council regarding supplemental funding sources such as grants, loans and donations related to parks and recreational programming;
3. The Committee shall make recommendations with regard to:

A. Proposing to the City Council an annual budget, in the form prescribed by the City Council, for all parks and recreation activities and facilities;

B. Proposing fees for use of parks and recreational facilities for residents and nonresidents of the City;

C. Developing recreational programs for the City for all citizens;

D. Proposing rules and regulations for the use of existing and new parks and recreational facilities;

E. Report the need for repairs and maintenance needs to the Council Parks and Recreation Standing Committee Members and the City Administrator;

F. When requested by the City Council, shall consider, investigate, make findings and report and recommend upon any special matter or question coming within the scope of its work

4. The Committee shall coordinate with the City Administrator to ensure this article and other local regulations which pertain to parks and recreation are enforced; (Am. Ord. 809, __-__-24)

SECTION 2-504: COMPENSATION; REIMBURSEMENT

Board members shall serve without compensation but may be reimbursed for travel and other out-of-pocket expenses incurred in the performance of their duties, with the prior approval of the City Council. (Am. Ord. 809, __-__-24).

SECTION 2-505: ADVISORY ONLY

The Committee serves in an advisory capacity only and does not have the authority to make determinations, bind the City or make purchases. (Am. Ord. 809, __-__-24).

SECTION 2-506: OPERATION

The committee shall choose its own chair and secretary at the committee's first meeting following the first meeting of the City Council each December. The committee will determine when regular meetings will be held for the upcoming year and notify the City Clerk to place on the city calendar. The chair or secretary may call a special meeting between regular meetings if they deem it necessary.

- A. Meetings will be open to the public and notice of the time and place of the meeting shall be posted in three locations in the municipality as determined by the City Council, at least 24 hours prior to the meeting, and shall include an agenda of the topics to be discussed at said meeting.
- B. The secretary shall keep a written record of proceedings (minutes) of its meetings. A majority of the members shall constitute a quorum for transaction of business. Within 10 days after a meeting, the minutes shall be filed with the City Clerk's office and posted publicly at locations determined by the City Council. (Ord. 353, 7-17-90; Am. Ord 809, __-__-24)

*

*

*

SECTION 6-120 TREES; DEFINITIONS

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

"Park trees" shall mean trees, shrubs, and all other woody vegetation in public parks having individual names and all areas owned by the city or to which the public has free access.

"Sidewalk space" shall mean the portion of a street between curb lines and adjacent property lines.

"Street trees" shall mean trees, shrubs, and all other woody vegetation on land lying between property lines on either side of all streets, avenues, or ways within the city. (Ord. 353, 7-17-90; Am. Ord. 809, ___-___-24; Recodified from §2-507)

SECTION 6-121: STREET SPECIES OF TREES TO BE PLANTED

The City shall maintain an extensive list of recommended trees for planting in public areas. The purpose of this listing will be to maintain diversity in the total tree population. This list shall be available to residents for private properties. The list of recommended trees shall be updated periodically to reflect new developments or species that will affect the population of the community forest. (Ord. 353, 7-17-90; Am. Ord 809 ___-___-24; Recodified from §2-508)

SECTION 6-122: DISTANCES AND CLEARANCES FOR PLANTING TREES

A. Street trees may be planted in the tree lawn where there is more than 6 feet between the edge of the sidewalk and the curb of the street. Street trees shall be planted no closer than 3 feet from a sidewalk, driveway, or street.

B. No street tree shall be planted closer than 15 feet from any fire hydrant.

C. Special permission must be obtained from the utilities superintendent when planting street trees within 10 feet of any point on a line on the ground immediately below any overhead utility wire.

D. Spacing of street trees will not be restricted except as it may affect the aforementioned in this section.

(Ord. 353, 7-17-90; Am. Ord. 809, ___-___-24; Recodified §2-509)

SECTION 6-123: PLANTING; PERMITS REQUIRED

No person shall plant a street tree or any other tree in the public right-of-way without first obtaining a permit from the utilities superintendent. There will be no fee for such permit. (Ord. 353, 7-17-90; Am. Ord. 809 ___-___-24; Recodified §2-510)

SECTION 2-511 REPEALED (Am Ord. 809, ___-___-24)

SECTION 6-124: TREE TOPPING AND STUMP REMOVAL

A. "Topping" is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree as to remove the normal canopy and disfigure the tree.

B. It shall be unlawful as a normal practice for any person or firm to top any street tree, park tree, or other tree on public property.

C. Trees severely damaged by storms or other causes or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this section at the determination of the City Council.

(Ord. 353, 7-17-90; Am. Ord 809, __-__-24; Recodified §2-512)

SECTION 6-125: OVERHANGING BRANCHES

A. The owner or occupant of any lot, piece, or parcel of ground abutting or adjacent to any street or sidewalk over which the branches of trees extend shall at all times keep the branches or limbs thereof trimmed to the height of at least 8 feet above the surface of the walk and at least 12 feet above the surface of the street. Whenever the limbs or branches of any tree or trees extend over streets or sidewalks contrary to the provisions herein so as to interfere with the lighting of the street from street lights or with the convenience of the public using the street or sidewalk, the City Council at any regular or special meeting may pass a resolution ordering the owner or occupant to cut or remove the obstructions within five days after having received a copy thereof from the utilities superintendent, stating that the City will remove the branches and charge the costs thereof to the owner or occupant as a special assessment for improvements as herein provided if the resolution is not complied with.

B. In the event the property owner is a nonresident of the county in which the property lies, the City shall, before levying any special assessment against that property, send a copy of any notice required by law to be published by means of certified mail, return receipt requested, to the last known address of the nonresident property owner. The last known address shall be that address listed on the current tax rolls at the time such required notice was first published. (Neb. Rev. Stat. §17-557 and 17-557.01; Am. Ord 809, __-__-24; Recodified §2-513)

SECTION 6-126: PUBLIC TREE CARE

A. The City shall have the right to plant, prune, maintain, and remove trees, plants, and shrubs within the right-of-way or bounds of all streets, alleys, lanes, squares, and public grounds, as may be necessary to insure the public safety.

B. The City may remove or cause or order to be removed any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewer, water, gas, and electric power lines, or other public improvements or to the general welfare of citizens or is seriously affected with any fatal disease.

(Ord. 353, 7-17-90; Am. Ord 809, __-__-24; Recodified §2-514)

SECTION 6-127: INJURY TO TREES; PUBLIC SERVICE COMPANIES

A. It shall be unlawful for any person purposely or carelessly and without lawful authority to cut down, carry away, injure, break down, or destroy any fruit, ornamental, shade, or other tree or trees standing or growing on any land belonging to another person or persons or on any public land in the corporate limits.

B. Any public service company desiring to trim or cut down any tree, except on property owned and controlled by it, shall make an application to the City Council to do so and the written permit of the City Council in accordance with its decision to allow such an action shall constitute the only lawful authority on the part of the company to do so. (Am. Ord. 809, __-__-24; Recodified §2-515)

*

*

*

SECTION 3-514 DEAD, DAMAGED OR DISEASED TREES; NOTICE; REMOVAL

A. The City declares it to be a nuisance for a property owner to permit, allow or maintain any dead, damaged or diseased trees within the right-of-way of streets or alleys adjacent to the owner's property, and also on private property, within the corporate limits and the extraterritorial zoning jurisdiction of the City.

B. Notice shall be given as provided for other nuisances under this article to each owner or owner's duly authorized agent and to the occupant, if any. The owner shall have 5 days to file a request for hearing with the City to appeal the decision to abate and remove the nuisance. If no such request is made, or an appeal fails, the owner shall remove the tree within 60 days of the initial notification. In the event of failure to remove by the owner, the City shall have the authority to remove such trees and charge the costs of removal as an assessment upon the ground so benefitted or recover the same in a civil action.

C. "Diseased trees" are defined as those trees that may constitute a hazard to life and property and represent a potential threat to other trees within the City due to the presence of a disease or harbor insects (including, but not limited to Dutch elm disease, Ash Borer, or chestnut blight, spruce needle miners, saw fly, or elm leaf beetles).

D. "Dead or Damaged Trees" are those which pose a hazard to life and property due to decay or other damage to the tree. (Ord 353, 7-17-90; Am. Ord 809, __-__-24; Recodified §2-516)

SECTION 3-515: ARBORIST'S LICENSE; FEE AND INSURANCE

It shall be unlawful for any person or firm to engage in the business or occupation of pruning, treating or removing street or park trees within the City without first applying for and procuring a license. The annual license fee shall be paid in advance, provided that no license shall be required of any public service company or city employee doing such work in the pursuit of their public service endeavors. Such fee shall be set by the City Council and filed in the office of the city clerk for public inspection during office hours. Before any license is issued, each applicant shall first file evidence of

possession of liability insurance in the minimum amounts of \$50,000.00 for bodily injury and \$100,000.00 for property damage, indemnifying the City or any person injured or damaged resulting from the pursuit of such endeavors as herein described. (Am. Ord 809, __-__-24; Recodified §2-517)

Section 3. That Chapter1, Article 4, Section 1-407 be amended as follows:

SECTION 1-407: STANDING COMMITTEES

A. At the reorganizational meeting after a general election, the mayor shall appoint each council member to a standing committee of the City. Each committee shall consist of two members who shall serve for two years. The mayor will serve as ex officio member of each standing committee.

B. The purposes of the various standing committees shall be to establish policy for the City, to assist the various council persons on the committees to develop expertise in a specified area, to review specific problems or situations, and to provide recommendations to the mayor and Council as a whole. It is not the purpose of the committees to usurp the administrative powers of the mayor. The various standing committees shall meet on a periodic basis and shall keep accurate minutes and records of their meeting. Staff of the City shall be available to lend assistance to the various committees. The minutes and records of the various committee meetings shall be presented to the mayor and City Council at a regular monthly meeting.

C. The following standing committees shall be appointed or reappointed each year until changed by the City Council:

1. *Personnel and Finance.* This committee's responsibility shall be to review the city budget, to recommend financing, taxes, fees, audits, and investment policies, to review the mayor's recommendations regarding employee wage and benefit packages, and to review personnel policies. The city staff to assist this committee shall consist of the city clerk.
2. *Parks and Recreation.* This committee's responsibility shall be to serve as a liaison with the Park and Recreation Advisory Committee and Library Board. The city staff to assist this committee shall consist of the librarian and utilities superintendent.
3. *Water, Sewer, Streets, and Equipment.* This committee's responsibility shall be to review the utility rates and charges and capital improvement projects, recommend financing, review the utility operating policies and procedures regarding sewer, water, and streets, and to submit recommendations to the mayor as to equipment needed to perform the utility duties. The city staff to assist this committee shall consist of the utilities superintendent.
4. *Zoning, Building, and Industrial.* This committee's responsibility shall be to serve as liaison with the Planning Commission, Economic Development Committee,

and Board of Adjustment. The city staff to assist this committee shall consist of the building inspector and city clerk.

5. *Ordinances and Legal; Police.* This committee's responsibility shall be to serve as liaison with the city attorney and review all ordinances and legal and police matters. The city staff to assist this committee shall consist of the chief of police and city clerk. (Neb. Rev. Stat. §17-107) (Ord. 7-21-98; Am. Ord 809, ____-____-24)

Section 4. That the Mayor and the City Council of the City of Yutan, Nebraska, and its Clerk, are hereby authorized and directed to implement this Ordinance.

Section 5. That should any section, paragraph, sentence or word of this Ordinance hereby adopted be declared for any reason to be invalid, it is the intent of the Mayor and the City Council of the City of Yutan that it would have passed all other portions of this Ordinance independent of the elimination herefrom of any such portion as may be declared invalid.

Section 6. That all ordinances and parts of ordinances passed and approved prior to the passage, approval, and publication of this Ordinance, in conflict herewith, are hereby repealed.

Section 7. That this Ordinance shall be published either by posting in three (3) public places in the City of Yutan, Nebraska, or in pamphlet form and shall be effective on the fifteenth (15th) day from and after its passage and approval, provided it has been published, as aforementioned, within the first fifteen (15) days after its passage and approval.

Section 8. That it is the intention of the Mayor and the City Council of the City of Yutan, Nebraska, and it is hereby ordained that the provisions of this Ordinance shall become or be made a part of the Municipal Code of the City of Yutan, Nebraska, and the Clerk may renumber in order to make it part of the Municipal Code.

PASSED AND APPROVED THIS ____ day of _____, 2024.

CITY OF YUTAN, NEBRASKA

By: _____
Matt Thompson, Its Mayor

ATTEST:

Brandy Bolter, City Clerk

(SEAL)

Memorandum

To: Mayor and City Council
From: Brandy Bolter
Date: 11/13/24
Re: Year-end certification of street superintendent/Appointment of street superintendent.

In order to be eligible for highway allocation funds we are required to certify that we had a street superintendent for the entire year of 2024. We also need to show that we have appointed a street superintendent for the next year. As in the past, we have worked with Steve Parr at JEO to help us with the legal requirements to be eligible for state funds. Typically we have appointed this position during the December meeting, but due to deadlines with paperwork, we would like to get it done now.

Action Item - Seeking a motion to approve Resolution 2024-9 certification of street superintendent.

Action Item - Seeking a motion to appoint Steve Parr with JEO as the Street Superintendent for the City of Yutan.



Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

October 16, 2024

Notice to file the Year-End Certification of City Street Superintendent, Signing Resolution, and Documentation of the Appointment(s) of City Street Superintendent(s) for Calendar Year 2024 with the Nebraska Department of Transportation (NDOT) by December 31, 2024.

Please make this an agenda item for your next City Council / Village Board meeting and return to the NDOT by December 31, 2024. **RECORD KEEPING:** NDOT recommends that the municipality keep a copy of everything you send to NDOT (*the forms and meeting minutes*) in a separate file for future reference.

The attached **YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT** and **SIGNING RESOLUTION**, together with a copy of the **DOCUMENTATION OF THE CITY STREET SUPERINTENDENT(S) APPOINTMENT(S) for CALENDAR YEAR 2024**, is the basis for determining the calendar year 2024 Incentive Payment. **Please complete and return the following to the NDOT by December 31, 2024:**


- **Signing Resolution** (Page 1): The original Signing Resolution, authorizing the signing of the Year-End Certification(s) by the Mayor or the Village Board Chairperson.
- **Year-End Certification of City Street Superintendent** (Page 2): If more than one individual provided street superintending services during Calendar Year 2024, or if the municipality did not have an appointed street superintendent, document each successive appointed city street superintendent and/or period without an appointed city street superintendent using a separate Year-End Certification form. **Copy the form as needed.**
- **Documentation of the City Street Superintendent(s) Appointment(s)** (Page 3): Attach to page 3 a copy of the City Council or Village Board meeting minutes showing the appointment(s) of the City Street Superintendent(s) **for Calendar Year 2024** by their name as it appears on their License (*if applicable*), their License Number (*if applicable*), and Class of License (*if applicable*), and the type of appointment, i.e., employed, contract (consultant or interlocal agreement with another county and/or incorporated municipality), and the **beginning date of the appointment.** **For most municipalities this information may be found in the November or December 2023 or the January 2024 meetings minutes.**

Failure to complete and return: If a municipality had an appointed and Licensed City Street Superintendent for all or part of Calendar Year 2024 and the municipality does not complete and return the above documentation to the NDOT **by December 31, 2024, the municipality will not receive an Incentive Payment for Calendar Year 2024.**

Payment: If your municipality qualifies, payment will be scheduled for February 2025. Reference Neb. Rev. Stat. §39-2515. **Additional information** on Incentive Payments is available on the NDOT Boards - Liaison Service Website: <https://dot.nebraska.gov/business-center/lpa/boards-liaison/>

Please let me know if you have any questions. Email: ndot.blshelp@Nebraska.gov
Phone: (402) 479-4436

Sincerely,


LeMoyne D. Schulz
Highway Local Liaison Coordinator
Boards-Liaison Services Section
Local Assistance Division
Nebraska Department of Transportation
LDS/2024
Attachments (3)

Vicki Kramer, Director
Department of Transportation

MAILING ADDRESS	PHYSICAL ADDRESS
PO Box 94759	1500 Nebraska Parkway
Lincoln, NE 68509-4759	Lincoln, NE 68502
dot.nebraska.gov	

Do not recreate or revise this document. Revisions and recreations will not be accepted. Failure to complete and return the necessary documents per instructions will result in your municipality not receiving an Incentive Payment for Calendar Year 2024. Documents include the original Signing Resolution, Year-End Certification(s), and a copy of documentation of the appointment(s) of the City Street Superintendent(s). These must be received at the NDOT by December 31, 2024. **RECORD KEEPING:** NDOT recommends that the municipality keep a copy of everything you send to NDOT *(the forms and meeting minutes)* in a separate file for future reference.

RESOLUTION
SIGNING OF THE
YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT
2024

Resolution No. 2024-9

Whereas: State of Nebraska Statutes, sections 39-2302, and 39-2511 through 39-2515 details the requirements that must be met in order for a municipality to qualify for an annual Incentive Payment; and

Whereas: The State of Nebraska Department of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31st of each year) the appointment(s) of the City Street Superintendent(s) to the NDOT using the Year-End Certification of City Street Superintendent form; and

Whereas: The NDOT requires that each certification shall also include a copy of the documentation of the city street superintendent's appointment, i.e., meeting minutes; showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number (if applicable), and Class of License (if applicable), and type of appointment, i.e., employed, contract (consultant, or interlocal agreement with another incorporated municipality and/or county), and the beginning date of the appointment; and

Whereas: The NDOT also requires that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

Be it resolved that the Mayor ☒ Village Board Chairperson ☐ of Yutan
(Check one box) (Print Name of Municipality)
is hereby authorized to sign the attached Year-End Certification of City Street Superintendent completed form(s).

Adopted this _____ day of _____, 20____ at _____, Nebraska.
(Date) (Month)

City Council/Village Board Members

<u>Brett Lawton</u>	_____
<u>Kyle Schimenti</u>	_____
<u>Jon Chittenden</u>	_____
<u>Johanna Peterson</u>	_____
_____	_____

City Council/Village Board Member _____
Moved the adoption of said resolution
Member _____ Seconded the Motion
Roll Call _____ Yes _____ No _____ Abstained _____ Absent
Resolution adopted, signed, and billed as adopted.

Attest:

(Signature of Clerk)

Do not recreate or revise this document. Revisions and recreations will not be accepted. Copying this form is acceptable; see (3) below. Failure to complete and return the necessary documents per instructions will result in your municipality not receiving an Incentive Payment for Calendar Year 2024. Documents include the original Signing Resolution, Year-End Certification(s), and a copy of documentation of the appointment(s) of the City Street Superintendent(s). These must be received at the NDOT by December 31, 2024. RECORD KEEPING: NDOT recommends that the municipality keep a copy of everything you send to NDOT (the forms and meeting minutes) in a separate file for future reference.

Year-End Certification of City Street Superintendent For Determining Incentive Payment in Calendar Year 2024

Separate forms may be needed to account for the entire year, see (3) below

This Form Covers the Following Period: January 1, 2024 to December 31, 2024
(Month) (Day) (Month) (Day)

*(1)(a) The municipality of Yutan certifies that: Steven A. Parr
(Print name of City or Village) (Print name of Superintendent as it appears on license card if applicable)
was the appointed City Street Superintendent during the above period. IF A NAME IS NOT ENTERED ABOVE (NO APPOINTED CITY STREET SUPERINTENDENT FOR THIS PERIOD), SKIP TO (2) BELOW.

(b) the superintending services of the above listed individual were provided by: (Check one box)

- ☐ Employment with this Municipality ☒ Contract (consultant) with this Municipality ☐ Contract (interlocal agreement) between this Municipality and the following listed Municipality(ies) and/or County(ies)

(c) and the above listed individual assisted in the following: Reference Neb. Rev. Stat. §39-2512

1. Developing and annually updating a long-range plan based on needs and coordinated with adjacent local governmental units,
2. Developing an annual program for design, construction, and maintenance,
3. Developing an annual budget based on programmed projects and activities,
4. Submitting such plans, programs, and budgets to the local governing body for approval; and
5. Implementing the capital improvements and maintenance activities provided in the approved plans, programs, and budgets,

(d) the above listed individual also served as (Check all boxes that apply) city engineer ☐ village engineer ☐
public works director ☐ city manager ☐ city administrator ☐ street commissioner ☐

(e) If the above listed individual is a Licensed City Street Superintendent, enter their Superintendent's License Number S- 859
and Class of License A, and/or

(f) If the above listed individual is a Licensed Engineer in Nebraska, enter their Engineer's License Number E- _____

(2) _____

Signature of Mayor ☐ Village Board Chairperson ☐
(Check one box)

*(3) If during the calendar year your municipality (a) did not have an appointed City Street Superintendent for any portion(s) of the year; or (b) had one or more appointed City Street Superintendent(s) that were not licensed for any portion(s) of the year; or (c) had one or more appointed licensed City Street Superintendent(s) for any portion(s) of the year, please complete a separate Year-End Certification form for each period. Copy this form as needed to account for these separate periods.

(4) The payment amount will be computed based on (a) your most recent Federal Census as certified by the Tax Commissioner; (b) the number of full calendar months served by the appointed City Street Superintendent who is licensed or exempted from licensure under the Superintendents Act; (c) class of license, A or B if applicable; and (d) if the appointed City Street Superintendent assisted with the required duties in (1)(c) above. Reference Neb. Rev. Stat. §§39-2302 and 39-2511 through 39-2515.

(5) Failure to return by December 31, 2024, the Year-End Certification(s), Signing Resolution, and a copy of documentation of the appointment(s) of the superintendent(s) per the instructions will result in your municipality not receiving an Incentive Payment.



Return the completed original resolution and certification(s), and a copy of the documentation of appointment(s) by December 31, 2024 to:

Highway Local Liaison Coordinator
Boards-Liaison Services Section
Local Assistance Division
Nebraska Department of Transportation
PO Box 94759
Lincoln NE 68509-4759

SUPERINTENDENT(S) APPOINTMENT DOCUMENTATION

Attach Documentation of the City Street Superintendent(s) Appointment(s) for 2024 to the back of this Page: *For most municipalities this information may be found in the **November or December 2023 or the January 2024 meetings minutes**. Some may involve mayoral appointments, or interlocal agreement (relinquishment of funds).*

Call (402) 479-4436 or email NDOT.BLSHelp@Nebraska.gov if you have any questions about what to attach for documentation.

RECORD KEEPING: NDOT recommends that the municipality keep a copy of everything you send to NDOT *(the forms and meeting minutes)* in a separate file for future reference.

Memorandum

To: Mayor and City Council
From: Brandy Bolter
Date: 11/13/24
Re: Keno

John Hassett with Advance Gaming is going to present a proposal for the City of Yutan to consider the adoption of an app for Keno. John is also here about renewing the City's contract with Advance Gaming.

AMENDMENT NO. 1 TO LOTTERY OPERATOR AGREEMENT

THIS AMENDMENT NO. 1 to the Lottery Operator Agreement (hereinafter referred to as "Amendment") is made and entered into this ____ day of November 2024 by and between the City of Yutan, a municipal corporation (hereinafter referred to as "City") and Advanced Gaming Technologies, Inc., a Nebraska corporation (hereinafter referred to as "Contractor"). The City and Contractor may be referred to collectively as the Parties.

RECITALS

WHEREAS the Contractor entered into a Lottery Operator Agreement with the City on October 21, 2014, as the operator of a keno-style lottery in Yutan, Nebraska; and

WHEREAS the City and Contractor have been operating since October 21, 2014, and now both parties desire to extend their Lottery Operator Agreement in writing.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto do hereby agree as follows:

1. The term of the Lottery Operator Agreement between the parties shall be extended through September 30, 2029; however, the contract term will automatically renew on a yearly basis unless written notice is given by either party sixty (60) days prior to the expiration date.
2. All other terms and conditions of the Lottery Operator Agreement dated October 21, 2014, shall remain in full force and effect.

Dated this ____ day of November 2024

CITY OF YUTAN:

BY: _____
City Clerk

BY: _____
Mayor

ATTEST:

CONTRACTOR:

BY: _____
Witness

BY: _____
John D. Hassett, President
Advanced Gaming Technologies, Inc.

Memorandum

To: Mayor and City Council
From: Brandy Bolter, City Clerk
Date: 11/13/24
Re: JEO City Engineers

JEO has requested a motion and a second to be the City's Engineers for the next fiscal year. By signing this contract it does not mean that we are locked into a contract with JEO. The purpose of this agreement is for JEO to have this form as a part of their records.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:



November 1, 2024

City of Yutan
Mayor and City Council
112 Vine Street
Yutan, NE 68073-0215

RE: City of Yutan 2025 Street Superintendent Appointment Request

Dear Mayor and City Council:

I am requesting to be appointed as the Street Superintendent for 2025. Attached is the scope of services for the street superintendent appointment. If you decide to appoint me, please ensure the motion is worded in your minutes: "We appoint Steve Parr from JEO Consulting Group, Inc. as our Street Superintendent." I appreciate the opportunity to work on your behalf.

I would appreciate you notifying me of your action on this request, so my records are up-to-date. Please take a few minutes to complete the form below. Then, please return the form in the enclosed envelope, or email it to Lori Kitt at lkitt@jeo.com.

Please include a copy of your meeting minutes that states the approved appointment and the completed contact update form for our records.

If you have any questions about this letter or the attached information, or if you want further information, don't hesitate to contact me. I appreciate your consideration.

Sincerely,

Steve Parr
License Number: S-859 | Class A
JEO Consulting Group, Inc.

Office: 402.443.7485 | **Mobile:** 402.443.8003 | **Email:** sparr@jeo.com

3< _____

2025 STREET SUPERINTENDENT APPOINTMENT REQUEST

The City of Yutan has appointed Steve Parr as the Street Superintendent:

____ Yes ____ No

Notes:

Form Completed By (please print name) _____

Date _____

****Please include a copy of your meeting minutes.***



Scope of Services

Appointed Street Superintendent

Listed below are the services that would be performed annually as the appointed Street Superintendent.

One and Six Year Plan

- Receive input on the One and Six Year plan.
- Prepare a cost opinion for One Year projects.
- Prepare One and Six Year plan documents (location map and project summary).
- Furnish One and Six Year plan documents.
- Assist with questions.

Lane Mile Report

- Update Lane Mile Report.
- Municipality to furnish annexation documents (description and plat) of new annexation areas.

Fee

- The compensation to JEO for providing these services would be the incentive payment the municipality receives for appointing a Class A Street Superintendent.

JEO will invoice annually in December for the year the JEO employee is appointed the street superintendent. Payment is due upon receipt. Invoices unpaid after 30 days will accrue interest at 12% per annum. Payments will be credited first to interest, then principal.



JEO CONSULTING GROUP

Memorandum

To: Mayor and City Council
From: Brandy Bolter, City Clerk
Date: 11/13/24
Re: OMNI

We are needing a motion and a second to approve the bill for OMNI in the amount of \$130,035.13. OMNI milled and resurfaced the roads at Vine, Second and the off ramp from Highway 92.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:



OMNI ENGINEERING
(Operating as Oldcastle Materials Midwest Co. in NE)
P.O. BOX 3365
DES MOINES, IA 50316-3365

Invoice No: 137670
Invoice Date: 10/23/2024
Contract: 724239
Customer No: 106358
Terms: Net 30 Days
Due Date: 11/22/2024
Application: 1
Invoiced Period: 10/01/2024 - 10/22/2024
Customer PO:

To: City of Yutan
PO Box 215
Yutan, NE 68073

Page 1 of 1

Job Name: City Of Yutan

Item	Description	Contract			Completed to Date			Current Invoice		
		Units	U/M	Unit Price	Amount	Units	Amount	%	Units	Amount
1	Asphalt Mill & Overlay	2,240.00	SY	23.15	51,856.00	1,016.98	23,542.99	45.40	1,016.98	23,542.99
2	Pavement Markings	1.00	LSU	1,920.00	1,920.00	1.00	1,920.00	100.00	1.00	1,920.00
3	Traffic Control: Work To Be Performed Under Trai	1.00	LSU	2,850.00	2,850.00	1.00	2,850.00	100.00	1.00	2,850.00
4	Asphalt Mill & Overlay: Remove 2" Inches Of Exst	4,735.00	SY	20.55	97,304.25	4,735.00	97,304.25	100.00	4,735.00	97,304.25
5	Traffic Control: Work To Be Performed Under Trai	1.00	LSU	2,850.00	2,850.00	1.00	2,850.00	100.00	1.00	2,850.00
7	Bond:	1.00	LSU	1,567.89	1,567.89	1.00	1,567.89	100.00	1.00	1,567.89
90		0.00	TON	0.00	0.00	0.00	0.00	0.00	0.00	0.00
91		0.00	TON	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Original Contract		\$158,348.14			Subtotal	\$130,035.13			\$130,035.13	
					Retainage	\$0.00			\$0.00	
					Sales Tax/GRT	\$0.00			\$0.00	
						\$130,035.13				
					Total Due This Invoice			\$130,035.13		
*Don't be the victim of cyber fraud! Our banking details will likely NEVER change. If you receive any correspondence requesting a change in our banking details, please contact us immediately**					A late charge of 1 1/2 % per month which is an annual percentage rate of 18% or \$2.00 whichever is greater, will be charged on all accounts not paid per the terms of the agreement.					

Remit to: OMNI ENGINEERING
(Operating as Oldcastle Materials Midwest Co. in NE)
2350 S. 1900 W.
Ogden, UT 84401

Customer Name: City of Yutan
Customer No: 106358
Invoice Number: 137670
Invoice Amount: 130,035.13
Contract No: 724239

Amount Remitted: _____

Memorandum

To: Mayor and City Council
From: Brandy Bolter, City Clerk
Date: 11/13/24
Re: Pay Application #5

Pay application #5 to HD Grading and Utilities in the amount of \$53,408.29

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:



JEO Consulting Group Inc.

Detailed Payment

181859.01 - 2019 Street Improvements Project Yutan, Nebraska

Description	Project consist of Paving, Storm Sewer, Water and Flared End work.
Payment Number	5
Pay Period	09/29/2024 to 11/02/2024
Prime Contractor	HD Utilities & Grading 7531 South 75th Avenue La Vista, NE 68128
Payment Status	Pending
Awarded Project Amount	\$522,106.37
Authorized Amount	\$522,106.37
Remarks	Pay App #5

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 1 - Group A - Poplar Street and 1St Street Improvements										
0010	1	LS	\$22,450.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$22,450.00
Mobilization										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0020	2	LS	\$7,350.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$7,350.00
Bonding and Insurance										
0030	3	LS	\$4,350.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$4,350.00
Temporary Traffic Control Measures										
0040	4	CY	\$8.000	385.000	87.000	385.000	472.000	472.000	\$696.00	\$3,776.00
Excavation, Established Quantity										
0050	5	SY	\$2.000	1,668.000	245.720	1,609.600	1,855.320	1,855.320	\$491.44	\$3,710.64
Subgrade Preparation										
0060	6	SY	\$8.000	1,107.000	0.000	2,084.000	2,084.000	2,084.000	\$0.00	\$16,672.00
Remove Pavement										
0070	7	SF	\$1.250	1,130.000	191.000	939.000	1,130.000	1,130.000	\$238.75	\$1,412.50
Remove Concrete Sidewalk										
0080	8	LF	\$10.000	84.000	0.000	84.000	84.000	84.000	\$0.00	\$840.00
Remove Curb and Gutter										
0090	9	LF	\$25.000	20.000	0.000	20.000	20.000	20.000	\$0.00	\$500.00
Remove Concrete Retaining Wall										
0100	10	SY	\$69.000	1,668.000	245.720	1,487.630	1,733.350	1,733.350	\$16,954.68	\$119,601.15
7" Concrete Pavement										
0110	11	SY	\$68.000	920.000	176.870	1,200.870	1,377.740	1,377.740	\$12,027.16	\$93,686.32
6" Concrete Driveway										
0120	12	SF	\$5.350	3,512.000	2,427.060	319.000	2,746.060	2,746.060	\$12,984.77	\$14,691.42
5" Concrete Sidewalk										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0130	13	LF	\$32.000	83.000	27.000	0.000	27.000	27.000	\$864.00	\$864.00
Concrete Curb and Gutter (24" - 36" Wide)										
0140	14	SF	\$55.000	50.000	18.000	20.000	38.000	38.000	\$990.00	\$2,090.00
Detectable Warning Panels										
0150	15	TONS	\$75.000	69.000	0.000	45.000	45.000	45.000	\$0.00	\$3,375.00
Crushed Rock Surface Course										
0160	16	TONS	\$75.000	50.000	14.000	36.000	50.000	50.000	\$1,050.00	\$3,750.00
Stabilized Construction Entrance										
0170	17	SY	\$60.760	142.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
12" Aggregate Base Course w/Geogrid (Engineer Field Approval Required)										
0180	18	EA	\$265.000	3.000	3.000	0.000	3.000	3.000	\$795.00	\$795.00
Install Sign and Post										
0190	19	LF	\$50.000	18.000	0.000	18.000	18.000	18.000	\$0.00	\$900.00
Remove PVC Storm Drain										
0200	20	LF	\$50.000	77.000	0.000	77.000	77.000	77.000	\$0.00	\$3,850.00
Remove CMP Storm Sewer Pipe										
0210	21	EA	\$250.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$250.00
Remove 24" CMP Flared End Section										
0220	22	LF	\$132.220	49.000	0.000	46.000	46.000	46.000	\$0.00	\$6,082.12
18" Round Equivalent (RE) RCP, Class IV										
0230	23	LF	\$141.220	24.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
24" Round Equivalent (RE) RCP, Class IV										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0240	24	EA	\$2,838.950	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
18" Round Equivalent (RE) RCP, Flared End Section										
0250	25	EA	\$985.400	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
Concrete Collare										
0260	26	EA	\$985.400	2.000	0.000	2.000	2.000	2.000	\$0.00	\$1,970.80
Concrete Elbow										
0270	27	EA	\$9,279.780	1.000	0.000	1.000	1.000	1.000	\$0.00	\$9,279.78
Storm Sewer Inlet - Type 1										
0280	28	EA	\$11,465.800	1.000	0.000	1.000	1.000	1.000	\$0.00	\$11,465.80
Storm Sewer Inlet - Type 2										
0290	29	EA	\$115.000	30.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
Rock Riprap, NDOR Type A										
0300	30	EA	\$450.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$450.00
Adjust Valve Box to Grade										
0310	31	EA	\$450.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$450.00
Adjust Curb Stop to Grade										
0320	32	LF	\$3.500	744.000	1,350.000	0.000	1,350.000	1,350.000	\$4,725.00	\$4,725.00
4" Yellow Permanent Pavement Marking Paint										
0330	33	LF	\$12.000	62.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
12" Blue Permanent Pavement Marking Paint										
0340	34	EA	\$295.000	4.000	4.000	0.000	4.000	4.000	\$1,180.00	\$1,180.00
Handicapped Symbol, Type Paint										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0350	35	EA	\$165.000	2.000	1.000	1.000	2.000	2.000	\$165.00	\$330.00
Curb Inlet Protection										
0360	36	LF	\$3.250	45.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
Silt Fence, High Porosity										
0370	37	SY	\$2.850	1,485.000	716.670	0.000	716.670	716.670	\$2,042.51	\$2,042.51
Seeding and Matting										
Section Totals:									\$55,204.31	\$342,890.04
Section: 2 - Group B - Tree Removal										
B010	1	LS	\$1,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$1,000.00
Mobilization										
B020	2	LS	\$110.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$110.00
Bonding and Insurance										
B030	3	LS	\$1,500.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$1,500.00
Temporary Traffic Control Measures										
B040	4	EA	\$895.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$1,790.00
Remove Tree										
Section Totals:									\$0.00	\$4,400.00
Section: 3 - Group C - Water Main Improvements										
C010	1	LS	\$5,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$5,000.00
Mobilization										
C020	2	LS	\$3,490.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$3,490.00
Bonding and Insurance										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
C030	3	EA	\$350.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$700.00
Remove and Dispose of Existing Fitting/Valve										
C040	4	LF	\$67.640	70.000	0.000	93.000	93.000	93.000	\$0.00	\$6,290.52
4" PVC Water Main, DR 18 (<100 LF)										
C050	5	LF	\$73.530	778.000	0.000	780.000	780.000	780.000	\$0.00	\$57,353.40
6" PVC Water Main, DR 18										
C060	6	EA	\$905.430	3.000	0.000	3.000	3.000	3.000	\$0.00	\$2,716.29
6" x 4" x 6" Tee, MJ										
C070	7	EA	\$929.990	1.000	0.000	2.000	2.000	2.000	\$0.00	\$1,859.98
6" x 6" x 6" Tee, MJ										
C080	8	EA	\$984.140	1.000	0.000	1.000	1.000	1.000	\$0.00	\$984.14
8" x 6" x 8" Tee, MJ										
C090	9	EA	\$507.470	3.000	2.000	3.000	5.000	5.000	\$1,014.94	\$2,537.35
4" 90* Bend, MJ										
C100	10	EA	\$581.770	4.000	0.000	4.000	4.000	4.000	\$0.00	\$2,327.08
6" 90* Bend, MJ										
C110	11	EA	\$1,741.040	2.000	0.000	2.000	2.000	2.000	\$0.00	\$3,482.08
4" Gate Valve and Box, MJ										
C120	12	EA	\$2,015.410	4.000	0.000	5.000	5.000	5.000	\$0.00	\$10,077.05
6" Gate Valve and Box, MJ										
C130	13	EA	\$9,492.280	1.000	0.000	1.000	1.000	1.000	\$0.00	\$9,492.28
6" nsert Valve										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
C140	14	EA	\$406.740	1.000	0.000	1.000	1.000	1.000	\$0.00	\$406.74
4" Plug, MJ										
C150	15	EA	\$475.360	1.000	0.000	1.000	1.000	1.000	\$0.00	\$475.36
8" Plug, MJ										
C160	16	EA	\$650.330	4.000	0.000	4.000	4.000	4.000	\$0.00	\$2,601.32
6" x 1" Saddle										
C170	17	EA	\$730.020	2.000	0.000	2.000	2.000	2.000	\$0.00	\$1,460.04
6" x 2" Saddle										
C180	18	EA	\$647.210	4.000	0.000	4.000	4.000	4.000	\$0.00	\$2,588.84
1" Corporation Stop										
C190	19	EA	\$923.810	2.000	0.000	2.000	2.000	2.000	\$0.00	\$1,847.62
2" Corporation Stop										
C200	20	EA	\$736.310	4.000	0.000	4.000	4.000	4.000	\$0.00	\$2,945.24
1" Curb Stop and Box										
C210	21	EA	\$1,129.640	2.000	0.000	2.000	2.000	2.000	\$0.00	\$2,259.28
2" Curb Stop and Box										
C220	22	LF	\$61.220	53.000	0.000	53.000	53.000	53.000	\$0.00	\$3,244.66
1" PE Water Service (SDR 7)										
C230	23	LF	\$82.600	10.000	0.000	10.000	10.000	10.000	\$0.00	\$826.00
2" PE Water Service (SDR 7)										
C240	24	EA	\$2,369.020	6.000	0.000	6.000	6.000	6.000	\$0.00	\$14,214.12
Connect to Existing Water Service										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
C250	25	EA	\$2,628.400	4.000	0.000	4.000	4.000	4.000	\$0.00	\$10,513.60
Connect to Existing Water Main										
C260	26	LS	\$500.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$500.00
Abandon Existing Water Main										
C270	27	LS	\$500.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$500.00
Abandon Existing Water Service										
C280	28	EA	\$150.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$150.00
Abandon Existing Gate Valve Box										
C290	29	LS	\$2,512.770	1.000	0.000	1.000	1.000	1.000	\$0.00	\$2,512.77
Sales Tax for Material & Equipment On Group C 7.5%										
Section Totals:									\$1,014.94	\$153,355.76
Section: 4 - Group D -Fire Hydrant and Sanitary Sewer Improvements										
D010	1	LS	\$2,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$2,000.00
Mobilization										
D020	2	LS	\$900.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$900.00
Bonding and Insurance										
D030	3	EA	\$500.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$1,000.00
Remove Existing Manhole										
D040	4	VF	\$884.610	14.000	0.000	14.000	14.000	14.000	\$0.00	\$12,384.54
48" Dia. Concrete Manhole										
D050	5	LF	\$40.000	171.000	0.000	171.000	171.000	171.000	\$0.00	\$6,840.00
Remove Existing Sewer										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
D060	6	LF	\$56.590	171.000	0.000	171.000	171.000	171.000	\$0.00	\$9,676.89
8" PVC Sanitary Sewer Main, SDR 35										
D070	7	LF	\$50.760	10.000	0.000	10.000	10.000	10.000	\$0.00	\$507.60
4" PVC Sanitary Sewer Service, SDR 26										
D080	8	EA	\$342.160	1.000	0.000	1.000	1.000	1.000	\$0.00	\$342.16
8" x 4" Wye, PVC										
D090	9	EA	\$1,517.040	1.000	0.000	1.000	1.000	1.000	\$0.00	\$1,517.04
Connect Existing Sewer Service										
D100	10	EA	\$7,480.590	1.000	0.000	1.000	1.000	1.000	\$0.00	\$7,480.59
6" Fire Hydrant Assembly										
Section Totals:									\$0.00	\$42,648.82
Total Payments:									\$56,219.25	\$543,294.62

Summary


Current Approved Work:	\$56,219.25
Current Stockpile Advancement:	\$0.00
Current Stockpile Recovery:	\$0.00
Current Retainage:	\$2,810.96
Current Retainage Released:	\$0.00
Current Liquidated Damages:	\$0.00
Current Adjustment:	\$0.00
Current Payment:	\$53,408.29
Previous Payment:	\$64,277.04

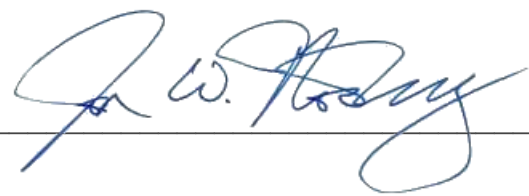
Approved Work To Date:	\$543,294.62
Stockpile Advancement To Date:	\$0.00
Stockpile Recovery To Date:	\$0.00
Retainage To Date:	\$27,164.73
Retainage Released To Date:	\$0.00
Liquidated Damages To Date:	\$0.00
Adjustments To Date:	\$0.00
Payments To Date:	\$516,129.89
Previous Payments To Date:	\$462,721.60

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the work covered by prior Applications for Payment;
- (2) Title to all work, materials and equipment incorporated in said work, or otherwise listed in or covered by this application for payment, will pass to Owner at time of payment free and clear of all liens, security interests and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest or encumbrances); and
- (3) All work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor  **Date** 11/8/2024

Engineer  **Date** 11/11/2024

City of Yutan _____ **Date** _____

Memorandum

To: Mayor and City Council
From: Brandy Bolter, City Clerk
Date: 11/13/24
Re: Certificate of Substantial Completion

JEO has provided the Certificate of Substantial Completion for the 1st and Poplar Street Project. Along with the certificate is a punch list of items that still need to be completed. The items on the list have been completed and are ready for the Council and Mayor to sign off on the project.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner: City of Yutan, Nebraska
Engineer: **JEO Consulting Group, Inc.**
Contractor: HD Utilities and Grading LLC
Project: 2019 Street Improvements Project
Contract Name: 2019 Street Improvements Project

Owner's Project No.:
Engineer's Project No.: 181859.01
Contractor's Project No.:

This ☐ Preliminary ☒ Final Certificate of Substantial Completion applies to:

☐ All Work ☒ The following specified portions of the Work: All work excluding seeding and establishment of vegetation.

2019 Street Improvements Project

Date of Substantial Completion: **October 14, 2024**

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work must be as provided in the Contract, except as amended as follows:

Amendments to Owner's Responsibilities: ☒ None ☐ As follows:

None

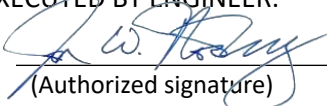
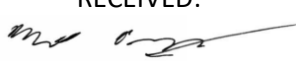
Amendments to Contractor's Responsibilities: ☒ None ☐ As follows:

None

The following documents are attached to and made a part of this Certificate:

See attached Punch List.

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

EXECUTED BY ENGINEER:		RECEIVED:		RECEIVED:	
By: 	By: _____	By: _____	By: 	By: _____	By: _____
(Authorized signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: <u>Project Manager</u>	Title: _____	Title: <u>CEO</u>			
Date: <u>11/11/2024</u>	Date: _____	Date: <u>11/8/2024</u>			

EJCDC® C-625, Certificate of Substantial Completion.

Copyright© 2018 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.



Punch List Document

DATE | 10/23/2024

PROJECT | 2019 Street Improvements Project

JEO PROJECT NO. | 181859.01

LOCATION | Yutan, Ne

OWNER | Yutan

CONTRACTOR | HD Utilities and Grading

General Items:

- ~~1. Verify all water valves are operational. (City of Yutan Utilities)~~
- ~~2. Remove all debris, roots, branches, and stones more than 1" in size from finish grading.~~
- ~~3. Final grading, seeding, and matting.~~
- ~~4. Clean and seal curb inlets and manholes throughout project.~~
- ~~5. Clean off any concrete cow patties.~~
- ~~6. Sweep Street and clean up any debris.~~
- ~~7. Set new signs noted on plans.~~
- ~~8. Clean out concrete build-up near curb stop bolts and tracer wire stops.~~

Poplar Street

- ~~1. Joint seal panel that was repoured at the Fire Station Parking Stalls.~~
- ~~2. Joint seal where sealant has settled.~~
- ~~3. Check joints for proper sealing depths.~~
- ~~4. Re-set Fire Station Parking Sign at Sta: 3+15 RT.~~
- ~~5. Remove any excess joint seal.~~
- ~~6. Clean concrete present on top of manhole at 1st and Poplar Intersection.~~
- ~~7. Repair Curb that is broken 5' West of LT ADA ramp on Poplar Street.~~
- ~~8. Joint seal expansion joints on sidewalks.~~
- ~~9. Fix grading between 104 Poplar Street and apartments driveway, remove any large dirt clumps or rocks. The area was not finish graded appropriately and needs adjusted. (P1 to P4)~~
- ~~10. Water shut off valve for 104 Poplar Street is not a proper grade, needs to be adjusted to match grade.~~
- ~~11. Complete seeding up to 2nd Street and Poplar Street as well as seeding around new sidewalk, SE corner of 2nd and Poplar. (P5)~~
- ~~12. Grind off excess concrete sticking up from east curb inlet manhole box, should match grade to allow for mowing over box. (P6 and P7)~~
- ~~13. Replace water valve box that is broken, south most valve by fire hydrant. (P8)~~
- ~~14. Remove forms from valve box concrete pad and re-grade on 2nd and Poplar. (P9)~~

1st Street

- ~~1. Check joints for proper sealing depths.~~
- ~~2. Grout inside of manhole at Sta: 1+71 around rim of lid and west pipe connection.~~
- ~~3. Grout inside of manhole at 0+00 at pipe connections.~~
- ~~4. Clean out west and east curb inlets of debris and forms.~~
- ~~5. Remove any excess joint seal.~~
- ~~6. Joint seal expansion joints on sidewalk.~~
- ~~7. Joint seal around power pole near alleyway.~~

8. ~~Joint seal expansion along sidewalk on the south side of the library.~~

9. ~~Pour final sidewalk panel near the library.~~

10. ~~Grading between the library parking lot and building needs to be adjusted to allow for appropriate drainage and mowing. Remove any large clumps of soil, rock, and debris. The area was not finish graded appropriately and needs adjusted. (P10 to P12)~~

~~11. Panels located at Sta: 6+25 need to be replaced due to crack across the entire two panels. (P13 and P14)~~



P1.



P2.



P3.



P4.



P5.



P6.



P7.



P8.



P9.



P10.



P11.



P12.



P13.



P14.

Note, items on the punch list will be crossed off as completed. The punch list will not be signed until all items are completed or approved otherwise by Engineer/Owner. The punch list items contained here-in are not all inclusive for final acceptance of the project, nor does completion of punch list items relieve the Contractor of addressing other deficient items identified during warranty periods and fulfilling contract obligations.

Punch List Items Completed:

<u>Project Manager</u>	<u>Date</u>
------------------------	-------------

Yutan Public Library Board Minutes

Monday November 4, 2024, at 6:30 PM Location: Yutan Public Library

Notice of meeting was posted at the Post Office, City Office, and the library by Director Laurie Van Ackeren

1. Call to Order:

a. The meeting was called to order by President Hapke at 6:35 PM. She advised the Open Meeting Act is posted on the east wall. The front door was left unlocked for visitors to enter.

2. Roll Call:

Mary Kay Arp, Lynn Hapke and Mary Jo Robinson

Absent: Alicia Archer and Vickie Wolkins

Also present: Director Laurie Van Ackeren

3. Visitors: none

4. Approval of October Minutes (Minutes were available for inspection)

a. Motion to approve the October minutes was made by Hapke, seconded by Arp Yeas - Arp, Hapke and Robinson Motion carried 3-0

5. Approval of October Financial Claims

a. Motion to approve claims was made by Robinson, seconded by Arp Yeas – Arp, Hapke and Robinson Motion carried 3-0

6. Directors Report:

a. Fines \$ 10.65 Country Cards \$ 20.00

Circulation Statistics

Check outs - 508

Member amount saved - \$ 7,659.36

Over Drive / Libby checkouts - 275

Patron visits – Adults 278 Juv 200

Adult Craft Night - 4

Coffee Time - 12

Adult Book Club - 5

Story Time bag checkouts - 5

Toddler Time – Average 9

Adult Craft Afternoon – 4

Kids Craft (Thursday evening) - 0

b. Accreditation: Library Accreditation Certificate was received thru 2029

7. Discussion Items:

- a. Food for Fines - several books were returned and canned food collected
- b. Policy Review: Acceptable Use of the Internet & Public Computers & Devices Policy. The board will review and action will be taken at the next board meeting.

8. New Business:

- a. November is Read Aloud Month – We'll have guest readers at Toddler Time – two volunteers are scheduled but readers are still needed
- b. Cookie Exchange is planned for December 19th

9. Adjournment

- a. Motion to Adjourn at 7:05 PM by Arp, seconded by Robinson Yeas - Arp, Hapke, and Robinson Motion carried 3-0

The next regular Library Board Meeting will be December 6, 2024 at 6:30 PM

**Respectfully submitted
Mary Jo Robinson, Secretary**

* AMAZON	9/30	#1310	Collection	BOOKS	\$70.07
* AMAZON	10/8	#1310	Collection	BOOK	\$31.98
* AMAZON	9/30	#1310	Collection	BOOKS	\$185.44
	9/30	#1311	PROGRAMS	Craft Supplies	40.52
* IRMU	10/30	#1311	Programs	Craft Supplies	\$65.06
* Comfort Inn	10/9	#			

CITY OF YUTAN MAINTENANCE DEPARTMENT
MONTHLY REPORT FOR November 2024

WATER DEPARTMENT

1. MONTHLY TESTS: all water tests were negative.
2. LOCATES: performed as needed.
3. Overfilled water tower and flushed numerous hydrants.

SEWER DEPARTMENT

1. Started discharging the lagoon on November 14th.
2. We will need to replace the air relief valve on the forced main from the lift station to the lagoon.

STREET DEPARTMENT

1. Street panels are being replaced on Hawthorne, done this week. We added another couple panels that are bad on Victor Ave.

MISC.

1. Sprayed 2-4-D on all parks and ballfields for spring dandelions.
2. All concessions, splash pad and bathrooms are winterized.
3. Poled installed for sign at Hayes ballfields.
4. Spread asphalt in parking lots and Louie Lane.

NEXT MONTH

1. Hang Christmas decorations on Dec 2nd along.
2. Make necessary repairs on equipment and prep for snow removal.
3. Haul tree grindings away.
4. Contact home owners to test backflows in town.

15-November-2024

L. Woster

The City of Yutan Police Department

P.O. Box 215, 112 Vine Street

Yutan, Nebraska 68073

*(402) 625-2468 * (402) 625-2112 (fax)*

October 2024 Activity November 2024 Meeting

Calls for Service:	11
Miles Driven	411
Stops	1
Warning Tickets	1
Traffic Citations Issued	0
Driver License Pick up	0
Traffic Arrest (DUI etc.)	0
Alcohol Citation	0
Drug Citations	0
Criminal Citation	0
Warrant Attempts	1
Misdemeanor Arrest	0
Felony Arrest	1
Search Warrants	0
Motor Vehicle Accident	0
Investigations	3
HHS Intakes	4
Assist another agency	7
Fire Department Assist	2
Community Engagement	6
Business Checks	32
Citizens assist.	4
City Ordinance Violations	0

Animal Neglect	0
Parking Citations/Warnings	0
Open Doors	0
UTV/ATV Inspections	0

MEMORANDUM

FROM: Robert Costa, Community Planner
TO: City Council & Mayor, City of Yutan
DATE: November 13, 2024
SUBJECT: **Community Planner's November 2024 Report**

The past month has been spent getting ready for what 2025 could bring.

Revisions to the zoning ordinance are an active project. However, we anticipate bringing you a few additional ordinance revisions (building codes, etc.) to consider while I work on the zoning draft.

I met with the Department of Natural Resources' Floodplain Division last month to strengthen our relationship with them. My past experiences as a floodplain official in Montana led them to invite Yutan to participate in a sub-group that is re-tooling Nebraska's model ordinance for floodplain management. We see it as an opportunity to show them Yutan's dedication to the Floodplain Insurance Program and improve the floodplain provisions that we eventually adopt with our zoning revision.

I met twice with the League of Nebraska Municipalities' legislative committees last month, reviewing possible changes to state law that address potential improvements to municipal administration policies statewide. The League will consider the committee's advice when pursuing or advocating for statutory change during the State Legislature's 2025 session.

I'll have a review of 2024's permitting records in my December report.

Thank you all for your continued support of your municipal staff.

Memorandum

To: Mayor and City Council
From: Bob Oliva, City Administrator
Date: 11-14-2024
Re: November 2024 Council Report

The 1st St. and Poplar St. project is complete. All the utilities, and the street pavement is completed. The sidewalks, entrance to Thompson's apartments, striping, and seeding are all completed. We have a meeting with JEO, HD Utilities, and the city on Tuesday the 19th to discuss reimbursement from HD Utilities for invoices paid by the city for utility and sprinkler repairs paid on their behalf. After the invoices are reimbursed to the city, we will issue final payment, and the project will be finalized.

OMNI Engineering completed the asphalt paving projects in the second week of October. The State of Nebraska split the cost of the 92 Hwy and 2nd Street portion of the project 50/50. That portion of the project is \$56,626.00. The state will be picking up \$28,313.00 of the cost. The CRA Board met and decided to pick up the cost of the Vine St. portion. That cost was \$101,154.25, leaving the city to pay \$28,890.00 for the projects which totaled \$158,357.24.

Concrete slab replacement started on November 8th. The project will be completed before Thanksgiving.

The new tractor has been delivered and put to use.

The city audit has been completed by staff and Ortmeier's accountants. They plan to have it ready to present during the December or January 2025 council meeting.