

**CITY OF BROKEN BOW  
CITY COUNCIL AGENDA  
July 9, 2019 @ 6:00 PM  
Broken Bow Library  
626 South D Street, Broken Bow, NE**

**Meeting Procedure**

*The Public may address specific agenda items at the pleasure of the Mayor. Please come to the podium, state your name and address, and limit your remarks to five minutes or less. Out of respect to City employees, we request that any complaints or criticisms of employees not be aired in a public meeting. Concerns about employees should be brought to the attention of the City Administrator or Mayor. An individual in violation will be declared out of order.*

**A. Call to Order**

- B. Open Meetings Law:** This is an open meeting of the Broken Bow City Council. The City of Broken Bow abides by the Open Meetings Act in conducting business. A copy of the Open Meetings Act is displayed in this room as required by law.

**C. Roll Call**

**D. Pledge of Allegiance**

- E. Submittal of Requests for Future Items:** Individuals who have appropriate items for City Council consideration should complete the Request for Future Agenda Items form located on the table by the door. If the issue can be handled administratively without Council action, notification will be provided. If the item is scheduled for a meeting or study session, notification of the date will be given.

- F. Consent Agenda:** Consideration of approving the consent agenda items for July 9, 2019, which will include the following:

- a.** Approval of Minutes of June 25, 2019 Council Meeting
- b.** Approval of Bills as Posted
- c.** Approval of the Ambulance Service Roster
- d.** Approval of the Fire Department Roster

**G. Other Communications:**

- a. Update of Indian Hills Park Equipment**
- b. Discussion of the Zoning Administrator Position**

**H. Unfinished Business:**

- a. Veto Override of Ordinance 1203–** Consideration of overriding the veto of Ordinance 1203.

**I. New Business:**

- a. Board Appointment –** Consideration of approving the appointment of Douglas Daake to the Park Board for a term expiring February 2020.
- b. Budget Workshop Dates –** Consideration of setting the budget workshop date for July 17<sup>th</sup>, July 23<sup>rd</sup>, or July 30<sup>th</sup>, 2019.

**\*\*Please click on the letter next to the agenda item to see the information associated with that item.**

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- c. Resolution 2019-17, Flood Risk Reduction** – Consideration of approving payment #19 to JEO Consulting Group Inc. in the amount of \$1,385.50 for work completed on the Broken Bow Flood Risk Reduction through June 21, 2019.

**J. Comments by Mayor and Council Members Concerning City Departments.**

**K. Adjournment**

**Upcoming Events**

- ❖ **July 22** – Board of Public Works Meeting at 12:30 pm @ Municipal Building

***The next City Council Meeting will be on Tuesday, July 23, 2019 @ 6:00 pm @ the Broken Bow Public Library.***

The Council will review the above matters and take such action as they deem appropriate. The Council may enter into closed session to discuss any matter on this agenda when it is determined by the Council that it is clearly necessary for protection of the public interest or the prevention of needless injury to the reputation of any individual and if such individual has not requested a public meeting, or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.

**Broken Bow City Council  
Meeting Minutes  
June 25, 2019**

The Broken Bow City Council met in regular session on Tuesday, June 25, 2019 at the Broken Bow Library. Notice of the meeting was given in advance thereof as required by publication in the Custer County Chief on June 20, 2019. Availability of the agenda and related materials was communicated in the advanced notice to the Mayor and all members of the Council, as well as, shared with various media outlets. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Mayor Jonathon Berghorst called the meeting to order at 6:00 P.M., with the following Councilmembers present: Sonnichsen, Miller, and Holcomb. Absent: Myers. Mayor Berghorst announced the availability of the open meetings law, followed by the reciting of the Pledge of Allegiance.

Mayor Berghorst read the format for submitting requests for future agenda items.

Moved by Sonnichsen, seconded by Holcomb, to approve the consent agenda for June 25, 2019. Said motion includes approval of Minutes of the June 11, 2019 Council Meeting, and Bills to Date. Roll call vote: Voting aye: Holcomb, Sonnichsen, and Miller. Nays: None. Motion carried.

Aflac, \$761.44, \$259.78; American Red Cross, training, \$808.00; Blue Tarp Financial, annual fee, \$39.99; Card Services, supplies, \$50.23, spray tip, \$80.42; Carquest of Broken Bow, oil absorbent, \$66.24; Central Nebraska Electric, Inc., LED light replacement, \$62.50; Century Link, telephone, \$85.49; Circle V Stitching Post, hats, \$166.76; City Flex Benefit Plan, flex, \$116.04; City of Broken Bow – Health Insurance, \$3,852.89; City of Broken Bow Pension Fund, pension, \$1,988.46, \$7,209.70; Custer County Chief, publication, \$532.01; Custer County Hiway Dept., asphalt, \$1,921.00; Custer County Treasurer, grant, \$3,500.00; Custer Transfer Station, trash, \$103.42; Danko Emergency Equipment Co, pants, \$22.24; Demco, summer reading, \$347.80; Dollar General-Regions 410526, supplies, \$22.65; EFTPS Online Payment, payroll, \$2,638.84, \$8,409.44, \$11,282.86; Family Heritage, \$56.00; Gary's Super Foods, supplies, \$18.56; Ingram Library Services, materials, \$1,029.04; Island Supply Welding Co., oxygen, \$70.44; L & K Hats & T-Shirts, t-shirts, \$55.00; Laurie French, pool supplies, \$28.87; Matheson Tri-Gas Inc., argon, \$332.50; Nancee Coufal, mileage & meals, \$243.98; NATP, membership, \$65.00; Nebraska Safety and Fire Equipment, Inc., fire alarm, \$177.00; OSA/Computers Plus, supplies, \$82.96; Obrien's True Value, supplies, \$261.21; Omaha State Bank, HSA, \$150.00; Penguin Random House, books on CD, \$93.75; Presto X Company, pest service, \$49.00; Pristine Cleaning, LLC, cleaning, \$375.00; Reverse 7 Over 11, laptops, \$250.00; Safety Kleen Corp., parts, \$186.96; Sandry Fire Supply LLC, handle for nozzle, \$31.02; Schaper and White Law Firm, legal fees, \$4,710.43; Site One Landscape Supply, sprinkler supplies, \$877.53; State Income Tax WH NE Online Payment, payroll, \$3,463.79; Stryker Medical, batteries, \$768.24; Tom Adamson, book, \$8.00; Trotter Fertilizer, fertilizer, \$986.82; Trotter Service, fuel, \$3,242.53; Trotter's Whoa & Go, fuel, \$246.59; Van Diest Supply Co, larvicide, \$1,504.80; Verizon Wireless, \$143.23; WatchGuard Video, battery, \$60.00; Wenquist Inc., oil, \$19.95, parts, \$270.54; Bi-Weekly Payroll, \$66,393.04; Total Bills = \$130,579.98.

Moved by Holcomb, seconded by Miller, to excuse Councilman Chris Myers from the meeting. Roll call vote: Voting aye: Sonnichsen, Holcomb, and Miller. Nays: None. Motion carried.

Moved by Sonnichsen, seconded by Holcomb, to open a public hearing at 6:02 pm regarding Ordinance 1203, Mobile Food Vendors. Roll call vote: Voting aye: Miller, Sonnichsen, and Holcomb. Nays: None. Motion carried. A possible conflict with distance from parking in parking lots on the east

side of town was brought up. Councilman Sonnichsen said that several meetings had been held with vendors, and the ordinance had been changed to reflect their wishes. Mayor Berghorst feels that the problem lies with the Square. He doesn't want to deter the vendors, but he feels that the vendors should be limited to Farmers Market and special events. Moved by Sonnichsen, seconded by Miller, to close the public hearing at 6:06 pm regarding Ordinance 1203, Mobile Food Vendors. Roll call vote: Voting aye: Holcomb, Sonnichsen, and Miller. Nays: None. Motion carried.

City Clerk Stephanie Wright read the final reading of Ordinance 1203, Mobile Food Vendors.

Moved by Holcomb, seconded by Sonnichsen, to approve Ordinance 1203, Mobile Food Vendors with the amendment of removing item (c) A mobile food vendor shall not sell nor offer to sell food from a location within 150 feet of the main entrance used by customers to enter or exit a permanent food establishment during the hours food is sold within such permanent food establishment, unless each such permanent food establishment within such area has provided written consent. Roll call vote: Voting aye: Miller, Sonnichsen, and Holcomb. Nays: None. Motion carried. Mayor Berghorst vetoed the Ordinance.

Moved by Holcomb, seconded by Miller, to approve the street closure on South D Street from South 9<sup>th</sup> Avenue east to the middle of South D Street on August 2, 2019 for a street dance. Roll call vote: Voting aye: Sonnichsen, Holcomb, and Miller. Nays: None. Motion carried.

Moved by Sonnichsen, seconded by Holcomb, to approve the SDL application from Broken Bow Legends Neighborhood Grill for August 2, 2019 for a street dance. Roll call vote: Voting aye: Miller, Sonnichsen, and Holcomb. Nays: None. Motion carried.

Moved by Holcomb, seconded by Miller, to approve the use of Pleasant Hill Lane, South 1<sup>st</sup> Avenue, and South N Street for a 5K10K Run/Walk on Saturday, July 13, 2019. Roll call vote: Voting aye: Holcomb, Miller, and Sonnichsen. Nays: None. Motion carried.

Moved by Holcomb, seconded by Sonnichsen, to approve the Streets/Alleys Vacation Request Procedure and fee of \$150.00. Roll call vote: Voting aye: Miller, Holcomb, and Sonnichsen. Nays: None. Motion carried.

Mayor Berghorst opened the floor for comments from the Councilmembers concerning City Departments. There were no comments.

Moved by Sonnichsen, seconded by Holcomb, to adjourn the City Council Meeting at 6:16 p.m. Roll call vote: Voting aye: Sonnichsen, Holcomb, and Miller. Nays: None. Motion carried.

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Jonathon Berghorst, Mayor

ATTEST:

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Stephanie M. Wright, City Clerk

## Accounts Payable Detail Listing

City of Broken Bow

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
	<u>Account#</u>					<u>Description</u>			<u>Debit</u>	<u>Credit</u>
	<b>Aflac</b>									
27944	6/26/2019	6/26/2019			761.44					Ck# 1043 Printed
	01-1501.00					PRE TAX AFLAC			761.44	0.00
27945	6/26/2019	6/26/2019			259.78					Ck# 1043 Printed
	01-1501.00					AFLAC POST TAX			259.78	0.00
27959	6/26/2019	6/26/2019			289.86					Ck# 1043 Printed
	01-1501.00					BBHA Aflac			287.92	0.00
	01-1501.00					w/h error			1.94	0.00
									289.86	0.00
	<b>Black Hills Energy</b>									
27973	7/9/2019	7/9/2019			249.17					Posted
	04-3220.00					Utilities-Gas			150.43	0.00
	02-3220.00					Utilities-Gas			98.74	0.00
									249.17	0.00
	<b>Bound Tree Medical</b>									
27989	7/9/2019	7/9/2019			104.99					Posted
	05-3338.00					new lucas strap			104.99	0.00
	<b>Broken Bow Airport Authority</b>									
27967	7/9/2019	7/9/2019			1,083.33					Posted
	01-3409.00					Monthly Payment			1,083.33	0.00
	<b>Broken Bow Chamber of Commerce</b>									
27988	7/9/2019	7/9/2019			880.00					Posted
	05-3334.00					ambulance incentive			880.00	0.00
	<b>Broken Bow Mun Utilities</b>									
27984	7/9/2019	7/9/2019			3,687.96					Posted
	08-3225.00					fuel			900.52	0.00
	06-3225.00					fuel			145.70	0.00
	04-3225.00					fuel			845.98	0.00
	09-3225.00					fuel			1,301.73	0.00
	03-3225.00					fuel 191.3 gallons			494.03	0.00
									3,687.96	0.00
	<b>Broken Bow Municipal Utilities</b>									
27991	7/9/2019	7/9/2019			7,623.28					Posted
	01-3213.00					General - Radio/Weather Station Tower			34.33	0.00
	08-3220.00					Street - Shop Utilities/Trash Removal			215.99	0.00
	04-3220.00					Police - Utilities/Trash Removal			441.80	0.00
	04-3315.00					Police - Dog Pound Utilities			61.08	0.00
	09-3220.00					Park - Utilities/Trash Removal			1,800.85	0.00
	09-3220.00					Park - Shop Utilities/Trash Removal			92.56	0.00
	07-3220.00					Library - Utilities/Trash Removal			438.67	0.00
	02-3220.00					Pub Bldg - Utilites/Trash Removal			520.88	0.00
	11-3360.00					Tree Dump - Utilities			45.62	0.00
	10-3220.00					Swim Pool - Utilities/Trash Removal			3,971.50	0.00
									7,623.28	0.00
	<b>Broken Bow Postmaster</b>									
27963	7/2/2019	7/2/2019			365.00					Ck# 1048 Printed
	01-3223.00					stamps and certified mailing			365.00	0.00
	<b>Broken Bow Rural Fire Board</b>									
27990	7/9/2019	7/9/2019			587.51					Posted
	05-3220.00					gas			18.26	0.00
	06-3220.00					gas			18.27	0.00
	06-3221.00					internet			37.07	0.00
	06-3410.00					gloves			257.27	0.00
	06-3310.00					facemask			256.64	0.00
									587.51	0.00

Capitol One Bank

## Accounts Payable Detail Listing

City of Broken Bow

**Vend# Vendor Name**

<b>Pay#</b>	<b>Post Date</b>	<b>Due Date</b>	<b>Amount</b>	<b>Invoice</b>	<b>Date</b>	<b>PO#</b>	<b>Date</b>	<b>Status</b>
	<u>Account#</u>	<u>Work Order</u>		<u>Description</u>			<u>Debit</u>	<u>Credit</u>
<b>Capitol One Bank (continued)</b>								
27976	7/9/2019	7/9/2019	234.33					Posted
	04-3311.00			signs safety			94.42	0.00
	04-3223.00			cd sleeves			19.28	0.00
	04-3223.00			red const paper			10.69	0.00
	04-3410.00			TV for investigation room			99.99	0.00
	04-3221.00			website fee			9.95	0.00
							234.33	0.00
<b>Card Services</b>								
27957	6/26/2019	6/26/2019	1,403.56					Ck# 1037 Printed
	09-3339.00			valves, pipe, couplers			270.04	0.00
	10-3223.00			vending candy			459.69	0.00
	10-3223.00			coffee pot			36.91	0.00
	10-3223.00			toilet bowl cleaner			127.29	0.00
	10-3311.00			pump gauge			375.05	0.00
	10-3339.00			parts			134.58	0.00
							1,403.56	0.00
<b>Cardmember Service</b>								
27956	6/26/2019	6/26/2019	371.78					Ck# 1038 Printed
	01-3212.00			survey for bathroom in square			37.00	0.00
	10-3339.00			pool parts			159.00	0.00
	10-3339.00			hose reels			175.78	0.00
							371.78	0.00
<b>Carquest of Broken Bow</b>								
27977	7/9/2019	7/9/2019	4.90					Posted
	04-3310.00			fuses for patrol unit			4.90	0.00
<b>City Flex Benefit Plan</b>								
27946	6/26/2019	6/26/2019	116.04					Ck# 1042 Printed
	01-1501.00			SELECT FLEX-UNREIMBURSED M/D/V			116.04	0.00
27958	6/26/2019	6/26/2019	150.00					Ck# 1042 Printed
	01-1501.00			BBHA Flex			150.00	0.00
<b>City of Broken Bow - Health Insurance</b>								
27955	6/26/2019	6/26/2019	3,852.89					Ck# 1045 Printed
	01-1501.00			HEALTH INSURANCE			3,852.89	0.00
27960	6/28/2019	6/28/2019	29,761.71					Ck# 1045 Printed
	01-1501.00			BBHA Health Insurance			5,510.84	0.00
	01-3104.00			Health Insurance			2,292.40	0.00
	08-3104.00			Health Insurance			6,365.57	0.00
	06-3104.00			Health Insurance			764.14	0.00
	04-3104.00			Health Insurance			8,632.92	0.00
	05-3104.00			Health Insurance			764.13	0.00
	09-3104.00			Health Insurance			1,995.33	0.00
	07-3104.00			Health Insurance			1,723.61	0.00
	03-3104.00			Health Insurance			1,712.77	0.00
							29,761.71	0.00
<b>City of Broken Bow Pension Fund</b>								
27947	6/26/2019	6/26/2019	1,988.46					Ck# 1047 Printed
	01-1513.00			RETIREMENT LOAN PAYMENT			1,988.46	0.00
27948	6/26/2019	6/26/2019	5,854.90					Ck# 1047 Printed
	01-1502.00			RETIREMENT NEW			5,854.90	0.00
27962	7/2/2019	7/2/2019	1,366.04					Ck# 1047 Printed
	01-1502.00			Liability - BBHA			1,366.04	0.00
<b>Colonial Research Chem Corp</b>								
27965	7/9/2019	7/9/2019	132.40					Posted
	09-3339.00			porta potty digester			132.40	0.00
<b>Custer County Treasurer</b>								
27968	7/9/2019	7/9/2019	11,233.49					Posted
	01-3217.00			Communications Interlocal Payment			11,233.49	0.00
<b>Custer Public Power</b>								
27961	7/2/2019	7/2/2019	52.04					Ck# 1046 Printed
	11-3220.00			CD Cell Power			52.04	0.00

## Accounts Payable Detail Listing

City of Broken Bow

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
	<u>Account#</u>					<u>Description</u>			<u>Debit</u>	<u>Credit</u>
	<b>EFTPS Online Payment (continued)</b>									
27951	6/26/2019	6/26/2019		2,351.40						Ck# 1039 Printed
	01-1500.00					MEDICARE			2,351.40	0.00
27952	6/26/2019	6/26/2019		6,154.57						Ck# 1039 Printed
	01-1500.00					FEDERAL MARRIED			2,705.41	0.00
	01-1500.00					FEDERAL SINGLE			3,449.16	0.00
									6,154.57	0.00
27953	6/26/2019	6/26/2019		10,053.90						Ck# 1039 Printed
	01-1500.00					SOCIAL SECURITY			10,053.90	0.00
	<b>Family Heritage</b>									
27949	6/26/2019	6/26/2019		56.00						Ck# 1041 Printed
	01-1501.00					FAMILY HERITAGE			56.00	0.00
	<b>Garrett Tires &amp; Treads</b>									
27972	7/9/2019	7/9/2019		710.05						Posted
	03-3310.00					brake repairs to Handi Bus			710.05	0.00
27994	7/9/2019	7/9/2019		97.79						Posted
	04-3310.00					oil change 405			26.60	0.00
	04-3225.00					oil change 405			71.19	0.00
									97.79	0.00
	<b>Graduate Lincoln</b>									
27983	7/9/2019	7/9/2019		258.00						Posted
	01-3205.00					hotel room for Finance Conference			258.00	0.00
	<b>Great Plains Communications</b>									
27986	7/9/2019	7/9/2019		70.95						Posted
	08-3221.00					Internet			35.48	0.00
	09-3221.00					Internet			35.47	0.00
									70.95	0.00
	<b>Hometown Leasing</b>									
27969	7/9/2019	7/9/2019		159.18						Posted
	04-3216.00					Copier Lease			92.66	0.00
	07-3216.00					Copier Lease			66.52	0.00
									159.18	0.00
	<b>Insurance Aid Services</b>									
27982	7/9/2019	7/9/2019		1,311.86						Posted
	05-3336.00					Insurance Aid Fees			1,311.86	0.00
	<b>Justice Data Solutions, Inc.</b>									
27978	7/9/2019	7/9/2019		10,625.00						Posted
	04-3410.00					last payment for software			10,625.00	0.00
	<b>Krystle Johnston</b>									
27993	7/9/2019	7/9/2019		90.00						Posted
	10-2429.00					refund of swim lessons and pool pass			70.00	0.00
	10-2427.00					refund of swim lessons and pool pass			20.00	0.00
									90.00	0.00
	<b>OSA/Computers Plus</b>									
27987	7/9/2019	7/9/2019		69.90						Posted
	05-3338.00					supplies			69.90	0.00
	<b>Omaha State Bank</b>									
27950	6/26/2019	6/26/2019		150.00						Ck# 1044 Printed
	01-1501.00					HSA			150.00	0.00
	<b>Plains Equipment Group</b>									
27964	7/9/2019	7/9/2019		26.07						Posted
	09-3310.00					parts			26.07	0.00
	<b>Pristine Cleaning, LLC</b>									
27971	7/9/2019	7/9/2019		375.00						Posted
	02-3419.01					Cleaning Service			375.00	0.00
	<b>Ranchland Ford</b>									
27979	7/9/2019	7/9/2019		71.30						Posted
	04-3225.00					oil change for explorer			71.30	0.00

**Accounts Payable Detail Listing**

City of Broken Bow

**Vend# Vendor Name**

<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
	<u>Account#</u>	<u>Work Order</u>		<u>Description</u>			<u>Debit</u>	<u>Credit</u>
<b>Sara J. Hulinsky (continued)</b>								
27975	7/9/2019	7/9/2019	1,192.00					Posted
	07-3419.01			cleaning service			1,192.00	0.00
<b>Schaper and White Law Firm</b>								
27992	7/9/2019	7/9/2019	510.42					Posted
	01-3214.00			legal fees			510.42	0.00
<b>Secretary of State</b>								
27981	7/9/2019	7/9/2019	30.00					Posted
	04-3206.00			Julies Notary Renewal			30.00	0.00
<b>State Income Tax WH NE Online Payment</b>								
27954	6/26/2019	6/26/2019	2,665.06					Ck# 1040 Printed
	01-1500.00			STATE MARRIED			1,268.45	0.00
	01-1500.00			STATE SINGLE			1,396.61	0.00
							2,665.06	0.00
<b>Steve Scott</b>								
27980	7/9/2019	7/9/2019	114.07					Posted
	04-3223.00			postage			66.64	0.00
	04-3315.00			supplies			30.17	0.00
	04-3205.00			meals 404 & JT EPC			17.26	0.00
							114.07	0.00
<b>V-Bar Sales &amp; Service</b>								
27966	7/9/2019	7/9/2019	405.70					Posted
	08-3348.10			flag pole collars			403.84	0.00
	09-3339.00			ballfield supplies			1.86	0.00
							405.70	0.00
<b>Viaero Wireless</b>								
27985	7/9/2019	7/9/2019	102.09					Posted
	08-3221.00			telephone			34.03	0.00
	06-3221.00			telephone			17.01	0.00
	05-3221.00			telephone			17.02	0.00
	09-3221.00			telephone			34.03	0.00
							102.09	0.00
<b>Village Uniform</b>								
27970	7/9/2019	7/9/2019	116.26					Posted
	02-3223.01			rugs			100.76	0.00
	05-3332.00			laundry			15.50	0.00
							116.26	0.00
<b>Weathercraft</b>								
27974	7/9/2019	7/9/2019	270.00					Posted
	02-3311.00			duct seam repair			270.00	0.00

110,451.43 51 Non-voided payables listed.

## Report Setup

AP - Accounts Payable Listing : Vendor Name

## Filter Options

Starting: 6/26/2019

Ending: 7/9/2019

Banks: All

Payable Status: Posted, Printed, ACH, Recorded, Voided

All Vendors Selected

Payroll 60,951.99

# Check Approval List - GL Account

7/3/2019 8:38:51 AM

City of Broken Bow

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
<b>General</b>				
Aflac		PRE TAX AFLAC	Health/Life/Acc Insuranc	761.44
Aflac		AFLAC POST TAX	Health/Life/Acc Insuranc	259.78
Aflac		BBHA Aflac	Health/Life/Acc Insuranc	287.92
Aflac		BBHA Aflac	Health/Life/Acc Insuranc	1.94
Broken Bow Airport Authority		interlocal payment	Airport Monthly Payment	1,083.33
Broken Bow Municipal Utilities		utilities	Weather Station Expens	34.33
Broken Bow Postmaster		stamps and certified mailing	Supplies & Postage	365.00
Cardmember Service			City Promotions	37.00
City Flex Benefit Plan		SELECT FLEX-UNREIMBURSED M/D/V	Health/Life/Acc Insuranc	116.04
City Flex Benefit Plan		BBHA Flex	Health/Life/Acc Insuranc	150.00
City of Broken Bow - Health Insurance		HEALTH INS	Health/Life/Acc Insuranc	3,852.89
City of Broken Bow - Health Insurance		health insurance	Health/Life/Acc Insuranc	5,510.84
City of Broken Bow - Health Insurance		health insurance	Health Insurance	2,292.40
City of Broken Bow Pension Fund		RETIREMENT NEW	Pension	5,854.90
City of Broken Bow Pension Fund		BBHA Pension	Pension	1,366.04
City of Broken Bow Pension Fund		RETIREMENT LOAN PAYMENT	Loan Payment	1,988.46
Custer County Treasurer		communications interlocal	Radio Communications	11,233.49
EFTPS Online Payment		MEDICARE	Payroll Taxes	2,351.40
EFTPS Online Payment		FEDERAL	Payroll Taxes	2,705.41
EFTPS Online Payment		FEDERAL	Payroll Taxes	3,449.16
EFTPS Online Payment		FICA	Payroll Taxes	10,053.90
Family Heritage		FAMILY HERITAGE	Health/Life/Acc Insuranc	56.00
Graduate Lincoln		hotel room for Finance Conference	Travel & Meeting Expens	258.00
Omaha State Bank		HSA	Health/Life/Acc Insuranc	150.00
Schaper and White Law Firm		legal fees	Legal Fees	510.42
State Income Tax WH NE Online Payme		STATE	Payroll Taxes	1,268.45
State Income Tax WH NE Online Payme		STATE	Payroll Taxes	1,396.61
			Total General	\$57,395.15
<b>Municipal Building</b>				
Black Hills Energy		gas	Utilities	98.74
Broken Bow Municipal Utilities		utilities	Utilities	520.88
Pristine Cleaning, LLC		cleaning service	Contracted Services	375.00
Village Uniform		rugs and laundry	Building Cleaning Suppli	100.76
Weathercraft		duct seam repair	Maintenance & Repair B	270.00
			Total Municipal Building	\$1,365.38
<b>Handi Bus</b>				
Broken Bow Mun Utilities		fuel	Gas and Oil	494.03
City of Broken Bow - Health Insurance		health insurance	Health Insurance	1,712.77
Garrett Tires & Treads		brake repairs to Handi Bus	Maint/Repair Equipment	710.05
			Total Handi Bus	\$2,916.85
<b>Police</b>				
Black Hills Energy		gas	Utilities	150.43
Broken Bow Mun Utilities		fuel	Gas and Oil	845.98
Broken Bow Municipal Utilities		utilities	Utilities	441.80
Broken Bow Municipal Utilities		utilities	Dog Care	61.08
Capitol One Bank			Telephone/Internet	9.95
Capitol One Bank			Supplies & Postage	19.28
Capitol One Bank			Supplies & Postage	10.69
Capitol One Bank			Maintenance & Repair B	94.42
Capitol One Bank			Equipment Purchases	99.99
Carquest of Broken Bow		fuses for patrol unit	Maint/Repair Equipment	4.90
City of Broken Bow - Health Insurance		health insurance	Health Insurance	8,632.92
Garrett Tires & Treads		oil change 405	Gas and Oil	71.19
Garrett Tires & Treads		oil change 405	Maint/Repair Equipment	26.60
Hometown Leasing		copier lease	Copier Maint/Expense	92.66
Justice Data Solutions, Inc.		last payment for software	Equipment Purchases	10,625.00
Ranchland Ford		oil change for explorer	Gas and Oil	71.30
Secretary of State		Julies Notary Renewal	Association Dues	30.00
Steve Scott			Travel & Meeting Expens	17.26
Steve Scott			Supplies & Postage	66.64
Steve Scott			Dog Care	30.17
			Total Police	\$21,402.26
<b>Rescue Unit</b>				

# Check Approval List - GL Account

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City of Broken Bow

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
<b>Rescue Unit</b>				
Bound Tree Medical		new lucas strap	Ambulance Supplies	104.99
Broken Bow Chamber of Commerce		ambulance incentive	Ambulance Driver Incent	880.00
Broken Bow Rural Fire Board		utilities, internet, gloves, face mask	Utilities	18.26
City of Broken Bow - Health Insurance		health insurance	Health Insurance	764.13
Insurance Aid Services		Insurance Aid Fees	Insurance Aid Fees	1,311.86
OSA/Computers Plus		supplies	Ambulance Supplies	69.90
Viaero Wireless		telephone	Telephone/Internet	17.02
Village Uniform		rugs and laundry	Laundry	15.50
			Total Rescue Unit	\$3,181.66
<b>Fire</b>				
Broken Bow Mun Utilities		fuel	Gas and Oil	145.70
Broken Bow Rural Fire Board		utilities, internet, gloves, face mask	Utilities	18.27
Broken Bow Rural Fire Board		utilities, internet, gloves, face mask	Telephone/Internet	37.07
Broken Bow Rural Fire Board		utilities, internet, gloves, face mask	Maint/Repair Equipment	256.64
Broken Bow Rural Fire Board		utilities, internet, gloves, face mask	Equipment Purchases	257.27
City of Broken Bow - Health Insurance		health insurance	Health Insurance	764.14
Viaero Wireless		telephone	Telephone/Internet	17.01
			Total Fire	\$1,496.10
<b>Library</b>				
Broken Bow Municipal Utilities		utilities	Utilities	438.67
City of Broken Bow - Health Insurance		health insurance	Health Insurance	1,723.61
Hometown Leasing		copier lease	Copier Maint/Expense	66.52
Sara J. Hulinsky		cleaning service	Contracted Services	1,192.00
			Total Library	\$3,420.80
<b>Street</b>				
Broken Bow Mun Utilities		fuel	Gas and Oil	900.52
Broken Bow Municipal Utilities		utilities	Utilities	215.99
City of Broken Bow - Health Insurance		health insurance	Health Insurance	6,365.57
Great Plains Communications		internet	Telephone/Internet	35.48
V-Bar Sales & Service		flag pole collars & ballfield supplies	Flags	403.84
Viaero Wireless		telephone	Telephone/Internet	34.03
			Total Street	\$7,955.43
<b>Park</b>				
Broken Bow Mun Utilities		fuel	Gas and Oil	1,301.73
Broken Bow Municipal Utilities		utilities	Utilities	1,800.85
Broken Bow Municipal Utilities		utilities	Utilities	92.56
Card Services			Maintenance/Repair Gro	270.04
City of Broken Bow - Health Insurance		health insurance	Health Insurance	1,995.33
Colonial Research Chem Corp		porta potty digester	Maintenance/Repair Gro	132.40
Great Plains Communications		internet	Telephone/Internet	35.47
Plains Equipment Group		parts	Maint/Repair Equipment	26.07
V-Bar Sales & Service		flag pole collars & ballfield supplies	Maintenance/Repair Gro	1.86
Viaero Wireless		telephone	Telephone/Internet	34.03
			Total Park	\$5,690.34
<b>Swimming Pool</b>				
Broken Bow Municipal Utilities		utilities	Utilities	3,971.50
Card Services			Supplies & Postage	459.69
Card Services			Supplies & Postage	36.91
Card Services			Supplies & Postage	127.29
Card Services			Maintenance & Repair B	375.05
Card Services			Maintenance/Repair Gro	134.58
Cardmember Service			Maintenance/Repair Gro	159.00
Cardmember Service			Maintenance/Repair Gro	175.78
Krystle Johnston		refund of swim lessons and pool pass	Admissions	20.00
Krystle Johnston		refund of swim lessons and pool pass	Red Cross Lessons	70.00
			Total Swimming Pool	\$5,529.80
<b>Sanitation</b>				
Broken Bow Municipal Utilities		utilities	Sanitation Contract	45.62
Custer Public Power		CD Cell Power	Utilities	52.04
			Total Sanitation	\$97.66

# Check Approval List - GL Account

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City of Broken Bow

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Vendor Name

Invoice

Invoice Description

Account Description

Amount

\$110,451.43

Report Selection: Check Approval List - GL Account  
Date Range Selection: GL Posting Date  
Starting Date: 6/26/2019  
Ending Date: 7/9/2019

Payroll

60,951.99



## Broken Bow Ambulance Service

1848 South G Street, Broken Bow, NE 68822

Phone: 308-872-1253 • Fax: 308-872-2173

*Andy Holland, Coordinator*

Shane Fiorelli EMS Captain

### Official Roster Effective on July 9th, 2019

- |                        |                                 |
|------------------------|---------------------------------|
| 1. Doyle Woods         | 21. Jacob Karmazin              |
| 2. Londa Woods         | 22. Micheala Lewis              |
| 3. Rick Larson         | 23. Ahren Finney                |
| 4. Corey Clay          | 24. Heather Callahan New Member |
| 5. Andrew C Holland    |                                 |
| 6. Kim Clay            |                                 |
| 7. Bobbie Summerford   |                                 |
| 8. Adam Lashley        |                                 |
| 9. Linda Haddix        |                                 |
| 10. Renee Sommer       |                                 |
| 11. Charles R Epperson |                                 |
| 12. Shane Fiorelli     |                                 |
| 13. Elizabeth Lashley  |                                 |
| 14. Lawrence Stump     |                                 |
| 15. Jessica Pierce     |                                 |
| 16. Jeremiah Daugherty |                                 |
| 17. Kacey Woodliff     |                                 |
| 18. Lacey Fiorelli     |                                 |
| 19. Mark Rempe         |                                 |
| 20. Chandra Bitterman  |                                 |

EMS Captain: Shane Fiorelli

EMS Asst Captain: Kacey Woodliff

EMS Secretary: Renee Sommers

EMS Treasurer: Kim Clay

EMS Training Officer: Jacob Karmazin

EMS Supply Officer: Andy Holland

EMS Board Members: 1. Lawrence Stump, 2. Mark Rempe



# Broken Bow Volunteer Fire Department

1848 South G Street., Broken Bow, NE 68822

Phone: 308-872-1253 • Fax: 308-872-2173

*Andy Holland, Coordinator*

Jason Baum Fire Chief

## Official Roster

Effective on July9, 2019 CITY

- |                     |                    |                   |
|---------------------|--------------------|-------------------|
| 1. Gary Cranwell    | 2. Gene Chapin     | 3. Ron Price      |
| 4. Kem Oatman       | 5. Les Manning     | 6. Paul Holland   |
| 7. Dave Linn        | 8. Doug Staab      | 9. Andy Holland   |
| 10. Ryan Anderson   | 11. Jason Baum     | 12. Jess Taylor   |
| 13. Dustin Spanel   | 14. Kris Evans     | 15. Dustin Watson |
| 16. Nick Coble      | 17. Jeff Pflaster  | 18. Lance Oatman  |
| 19. Joe Franssen    | 20. Zeke Atchison  | 21. Andy Taylor   |
| 22. Pat Zulkoski    | 23. Troy Mack      | 24. Clint Maynard |
| 25. Kelvin Kreitman | 26. Tyler Staab    | 27. Caleb Stefka  |
| 28. Cody Neville    | 29. Bill Hendricks | 30. David Baltz   |
| 31. JD White        |                    |                   |

Starting April 2<sup>rd</sup> 2019

Fire Chief Jason Baum

1 Asst. Chief Kem Oatman

2 Asst. Chief Kris Evans

### Fire Captains

Lance Oatman Joe Franssen

Dustin Watson Jeff Pflaster

President Jess Taylor

Vice President Andy Taylor

Secretary Zeke Atchison

Treasurer Ryan Anderson

Highlighted in Red is a new member

**CITY OF BROKEN BOW  
ORDINANCE NO. 1203**

**AN ORDINANCE OF THE CITY OF BROKEN BOW, CUSTER COUNTY, NEBRASKA, ADDING SECTION 113.13: MOBILE FOOD VENDORS; PROVIDING RULES AND REGULATIONS GOVERNING MOBILE FOOD VENDORS; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING A TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.**

**BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BROKEN BOW, NEBRASKA:**

**Section 1.** That Section 113.13 of the Municipal Code be added to read as follows:

Mobile food vendors shall comply with the following regulations:

- a. A mobile food vendor shall mean a person who by traveling from place to place upon the public ways sells or offers for sale food from public or private property to consumers for immediate delivery and consumption upon purchase, including but not limited to any such person engaged for the purposes of any public or private event occurring within the corporate limits of the City of Broken Bow, Nebraska. The following activities are excluded from such definition: (a) the sale or offer for sale of farm products produced or raised by such a vendor from land occupied and cultivated by him/her; (b) the sale or offer for sale of food by a caterer who is hired to transport ready-to-eat food to an event; (c) the sale or offer for sale of homemade items, such as bread, pies, etc. for a Farmers Market event; or (d) the sale or offer for sale of food by non-profit groups.
- b. A special event shall mean any occasion including but not limited to farmers market, fairs, shows, exhibitions, city-wide celebrations, and festivals taking place within a specifically defined area within the jurisdiction of the City of Broken Bow, for a specific period of time.
- ~~c. A mobile food vendor shall not sell nor offer to sell food from a location within 150 feet of the main entrance used by customers to enter or exit a permanent food establishment during the hours food is sold within such permanent food establishment, unless each such permanent food establishment within such area has provided written consent.~~
- d. A mobile food vendor shall not sell nor offer to sell food from a location which would involve customers to be waited on or served while standing in a portion of a street being traversed by motor vehicle traffic.
- e. Mobile food vendors may park in the same spot for not more than 24 hours at the City Square.

- f. It shall be unlawful for a mobile food vendor to sell or offer to sell alcoholic drinks.
- g. The mobile food unit and auxiliary equipment shall not be parked in a parking space adjacent to the corner of a street intersection.
- h. Mobile food vendors shall comply with all City ordinances.
- i. All Mobile Food Vendor Permits must be paid prior to parking the mobile food unit. Permit applications for vendors wishing to sell food on Saturday and Sunday must be submitted by 4:30 pm Friday prior to the date that the food will be sold.
- j. Mobile food vendors may park parallel to the curb on the south side of the City Square, unless there is a City event.
- k. A mobile food vendor may sell or offer to sell food seven (7) days a week from 7:00 am to 11:00 pm.
- l. Prior to leaving a location the mobile food vendor shall pickup and dispose of any trash.
- m. An application for a Mobile Food Vendor Permit under this article shall be accompanied by a nonrefundable processing fee of \$125.00 for a year permit or nonrefundable processing fee of \$25.00 per day for a day permit.
- n. A Mobile Food Vendor Permit application shall include a certificate from the State of Nebraska (Dept. of Agriculture) Health Department showing its approval of the applicant's sales of food, a copy of the State of Nebraska sales tax permit, or proof of an applicable sales tax exemption for the applicant, and a copy of the vehicle registration and proof of insurance, and a copy of photo ID.
- o. A Mobile Food Vendor Permit shall expire on December 31 of each year, unless renewed by the permit holder. The permit holder shall renew the license for the following year by filing with the City Clerk, on or before December 31, a registration updating or confirming the information provided in the immediately preceding permit application. The registration shall be on a form provided by the City Clerk. At the time of registration, the permit holder shall pay a renewal fee of \$125.00. Any application received after December 31 shall be processed as a new application.
- p. Violation of any of these items due to fraud or misrepresentation will be cause for revocation of the permit.
- q. Mobile food vendors that have current Peddlers Permits, at the time of passage of this ordinance, shall use their current permits until December 31, 2019. Beginning January 1, 2020, a Mobile Food Vendor permit is required to sell or

offer for sale food for these vendors. All new Mobile Food Vendors shall be required to obtain a Mobile Food Vendor permit.

**Section 2.** All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**Section 3.** This ordinance shall take effect and be in full force and effect from and after its passage, approval and publication as provided by law.

Passed and approved this 9<sup>th</sup> day of July, 2019.

\_\_\_\_\_  
Jonathon Berghorst, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie M. Wright, City Clerk

**RESOLUTION 2019-17**

**RESOLUTION AUTHORIZING PAYMENT #19 TO  
JEO CONSULTING GROUP, INC.**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF BROKEN BOW, NEBRASKA:

WHEREAS, JEO Consulting Group, Inc. has submitted Pay Request No. 19 for work performed for completed work of Task 1 – SWIF Development through June 21, 2019; and

WHEREAS, JEO Consulting Group, Inc. is entitled to a payment of \$1,385.50 for the Broken Bow Flood Risk Reduction.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Broken Bow, Nebraska: to authorize the City to sign all necessary documentation for payment and pay JEO Consulting Group, Inc. \$1,385.50.

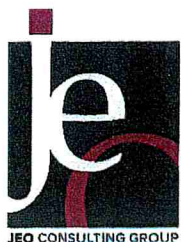
PASSED AND APPROVED this 9<sup>th</sup> day of July, 2019.

\_\_\_\_\_  
Jonathon Berghorst, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie M. Wright, City Clerk

(S E A L)



Engineering | Architecture | Surveying | Planning

Invoice

June 26, 2019  
Project No: R171495.00  
Invoice No: 110448  
Invoice Amount: 1,385.50

City of Broken Bow  
PO Box 504  
314 So. 10th Avenue  
Broken Bow, NE 68822

Project Manager Joshua Johnson

Project R171495.00 Broken Bow Flood Risk Reduction

**Professional Services through June 21, 2019**

Refer to attached Progress Report

	Contract Amount	Percent Complete	Billed-to-Date	Previous Billing	Current Billing
<b>Lump Sum Phase(s)</b>					
Task 2 - Levee ROW Determination	\$8,500.00	100 %	\$8,500.00	\$8,500.00	0.00
Task 3 - Railroad Levee EAP	\$7,500.00	100 %	\$7,500.00	\$7,500.00	0.00
Task 4 - Programmatic Recommendations	\$10,000.00	100 %	\$10,000.00	\$10,000.00	0.00
<b>Hourly to a Maximum Phase(s)</b>					
Task 1 -SWIF Development	\$55,000.00		\$38,336.00	\$36,950.50	\$1,385.50
<b>Total</b>	<b>\$81,000.00</b>		<b>\$64,336.00</b>	<b>\$62,950.50</b>	<b>\$1,385.50</b>
<b>Total Amount Due Upon Receipt</b>					<b>\$1,385.50</b>

Email Invoice to: [clerk@cityofbrokenbow.org](mailto:clerk@cityofbrokenbow.org)  
Email Invoice to: [rcallan@lnrd.org](mailto:rcallan@lnrd.org)



## Monthly Progress Report

**PROJECT** | Broken Bow Flood Risk Reduction Project SWIF-EPP

**JEO PROJECT NO.** | 171495.00

**DATE PREPARED** | June 25, 2019

**1. Work Completed During Current Period (June 2019)**

- Continued coordination with USACE regarding railroad tie-back levee EAP

**2. Planned Work for Next Period (July 2019)**

- Obtain final EAP approval from the USACE
- Obtain levee system reassessment from the USACE
- Scoping for levee closure design/construction services

**3. Project Schedule**

- Project is effectively complete. Revised scope will be accompanied by a new schedule.

**4. Information Needed from the City**

- None

**5. Next Meeting(s)**

- None