



## CITY COUNCIL MEETING

### Minutes

Tuesday, March 10, 2026 – 5:30 P.M.

A regular meeting of the Mayor and Council of the City of Lyons was called to order by Mayor Brink at 5:30 P.M., March 10, 2026, at Lyons City Hall. Upon roll call, the following Council members were present: Jay Maddox and Kyle Phillips. Tyler Vacha and Matthew Carr were absent. Also in attendance were City Clerk Whitney Anderson and Chief Svendsen.

Visitors included Jeff Kutchera with the Lyons Rural Fire Board.

### I. ROUTINE BUSINESS

Mayor Brink publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held. Advance notice of said public hearing and regular meeting was given to the Mayor and all members of the Council, and a copy of their receipt of such notice and the agenda is filed in the City Clerk’s office. Availability of the agenda was communicated by posting notices in three public places and in the notice to the Mayor and Council. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

### II. PUBLIC HEARING

1. Motion by Phillips, seconded by Maddox to enter into a Public Hearing. On roll call, AYE: Phillips, Maddox, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.** Mayor Brink opened the Public Hearing at 5:30 PM to consider the adoption of a One and Six Year street improvement program. There being no verbal or written comments or objections, a motion by Maddox, seconded by Phillips was made to adjourn the Public Hearing. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.** Mayor Brink closed the Public Hearing at 5:31 PM.

### III. CONSENT AGENDA

1. Approval of minutes of regular meeting on February 10, 2026, as on file in the City Clerk’s Office.
2. Claims as presented, except claims of KB’s Mini Mart.

#### CLAIMS

ACCO UNLIMITED CORPORATION	PLANT MTCE	\$	1,001.26
AMERITAS	RETIREMENT	\$	5,181.64
ANDREW CULLEN	MTCE/OFFICE 365	\$	2,305.25
APPA	DUES	\$	750.00
ARBOR DAY FOUNDATION	ANNUAL MEMBERSHIP	\$	20.00
ARNOLD MOTOR SUPPLY, LLP	SUPPL	\$	100.08
BENCHMARK GOVERNMENT SOLUTIONS	MEALS - SHANYFELT	\$	616.45
BLUE CROSS BLUE SHIELD OF NEBR	GROUP HEALTH INS	\$	11,870.84



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BOMGAARS	SUPPL	\$ 643.85
BRANDY MCELROY	REIMBURSEMENT	\$ 29.90
BURT COUNTY INDEPENDENT	LEGAL PRINTING	\$ 145.44
BURT COUNTY PUBLIC POWER	ELECTRIC	\$ 3,382.85
BURT COUNTY SHERIFF	APRIL TELETYPE FEES	\$ 24.00
CENTER POINT LARGE PRINT	BOOKS	\$ 201.36
CITY EMPLOYEES	HSA	\$ 2,426.96
CITY OF LYONS UTILITIES	Jan/Feb Util Bill	\$ 13,937.66
CLASSIC CLEAN CARWASH	FEB SERV	\$ 50.87
CMRS-FP	POSTAGE	\$ 600.00
CNA AUTOMOTIVE SERVICES LLC	MTCE - BASKET TRUCK	\$ 9.36
COLONIAL RESEARCH CHEMICAL CO	SUPPL	\$ 287.02
COMFORT INN	LODGING - FIRE MARSHAL CONF	\$ 220.00
DALE'S TRASH SERVICE INC	FEB SERV	\$ 70.00
DUDLEY LAUNDRY COMPANY	CLOTHING	\$ 387.72
EFTPS	PAYROLL TAX	\$ 11,063.52
ELECTRONIC CONTRACTING CO	ALARM MONITORING	\$ 324.00
FASTWYRE BROADBAND	SERV	\$ 1,087.62
FRANCOTYP-POSTAGE, INC.	METER LEASE	\$ 251.85
GOODWIN TUCKER	MTCE - FRIDGE	\$ 93.75
GOOSMAN LAW FIRM, PLC	LEGAL FEES	\$ 294.00
GUARDIAN	INSURANCE	\$ 585.14
HEATH CONSULTANTS	MTCE - CGI	\$ 239.06
IMMENSE IMPACT, LLC	WEBSITE	\$ 812.00
JEO CONSULTING GROUP	DD#11 Park Project	\$ 816.25
KB'S MINI MART	GAS	\$ 1,413.76
LYONS COMMUNITY CLUB	MEMBERSHIP DUES	\$ 200.00
MAIN STREET SERVICES LLC	MTCE	\$ 742.36
MEGAN VAVRA	JANITOR SERVICE JAN & FEB	\$ 737.00
MIDWEST LABORATORIES INC	TESTING	\$ 30.00
NATIONAL SIGN COMPANY, LLC	SUPPL	\$ 599.50
NE LAW ENF TRAINING CTR	FLEET USE FEE SHANYFELT	\$ 175.00
NEB DEPT OF WATER, ENERGY & ENVIR	DOLEZAL WW TEST	\$ 125.00
NEBR DEPT OF REVENUE	PAYROLL/ SALES AND USE TAX	\$ 11,185.00
NEBR STATE FIRE MARSHAL AGENCY	METER ASSESSMENT	\$ 187.60



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NEBRASKA PUBLIC HEALTH	TESTING	\$ 157.00
NEBRASKA STATE PATROL	2026 MACH/TRAC LICENSE	\$ 274.50
NELSON CONSTRUCTION LLC	PAY APP #2 PARK PROJECT DD#11	\$ 69,205.60
NENEDD	DD#11 GEN ADMIN PARK PROJECT	\$ 95.00
NPGA	NATURAL GAS PURCHASE	\$ 69,929.25
NPPD	ELECTRIC	\$ 33,141.01
ONE OFFICE SOLUTIONS	POSTAGE	\$ 111.29
ORTMEIER CPA P.C.	24-25 AUDIT	\$ 22,500.00
SAVEMORE MARKET	SUPPL	\$ 178.54
SCOTT BURGETT	CPR/FIRST AID SHANYFELT	\$ 45.00
SCOTT GATEWOOD	MTCE	\$ 20.16
STEINY'S GENERAL STORE	SUPPL	\$ 467.80
STERICYCLE, INC.	SERV- SHRED	\$ 935.98
US BANK	SUPPL	\$ 1,057.31
VERIZON WIRELESS	SERV- POLICE	\$ 372.96
WASTE CONNECTIONS OF NE	GARBAGE FEE	\$ 8,736.44
WESCO RECEIVABLES CORP	SUPPL	\$ 4,619.28
WESTERN AREA POWER ADMIN	ELECTRIC	\$ 7,506.80

Motion by Phillips, seconded by Maddox, to approve the consent agenda. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**

**IV. REGULAR AGENDA / NEW BUSINESS**

Mayor Brink stated that during this time, comments from members of the public are permitted only on the agenda items listed below. Comments are limited to 2 minutes per individual and 20 minutes total per meeting. If speaking tonight, please state your name, address, and the name of the organization you represent. There was no public comment.

1. Motion by Phillips, seconded by Maddox to adopt **Resolution No. 2026-02 – One & Six Year Street Program**. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**
2. Mayor Brink introduced **ORDINANCE NO 795 - ORDINANCE NO. 795 - AN ORDINANCE OF THE CITY OF LYONS, NEBRASKA, ESTABLISHING A FEE AND TAX SCHEDULE TO INCLUDE THE VARIOUS AND CERTAIN FEES AND TAXES CHARGED BY THE CITY FOR VARIOUS PERMITS, SERVICES, LICENSES, AND OTHER MATTERS; REPEALING CONFLICTING ORDINANCES AND SECTIONS THEREOF; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION IN PAMPHLET FORM.** Motion by Phillips,



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seconded by Maddox for the suspension of the statutory rule requiring reading on three separate days. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**

**ORDINANCE NO. 795** was read by title, and Phillips moved for the passage of the ordinance, seconded by Maddox. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED. ORDINANCE NO. 795 has been passed, approved, and available in pamphlet form.**

3. Motion by Maddox, seconded by Phillips to approve Pay App #2 from Nelson Construction in the amount of \$69,205.60 for the Lyons Park Improvement Project. On roll call, AYE: Phillips, Maddox, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**
4. Motion by Maddox, seconded by Phillips to Authorize Drawdown #11 of CDBG funds 23PWF003 in the amount of \$56,112.48 for NENEDD Admin fees, JEO engineer fees and Nelson Construction. On roll call, AYE: Phillips, Maddox, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.** Match is \$14,004.37 that will be transferred from General MM to General Checking. \$7,407.13 will be transferred back into General MM once we receive the funds from DD#10. Line of credit request will be \$56,112.48 and repaid once DD#11 is received.
5. A discussion was held regarding the water and sewer billing for the Fire Department. Current charges include water and sewer service for the meeting room, three of the four water meters at the Fire Department, and one sewer rate. After discussion and comparison with other communities, it was noted that some charge only for the meeting room, some do not charge at all, and others charge a flat annual or monthly fee. Jeff Kutchera of the Lyons Rural Fire Board stated that it would be fair to charge for the meeting room and waive fees for the Fire Department.  
Motion by Maddox, seconded by Brink to approve waiving water and sewer rates for the Fire Department and charging water and sewer service only for the Fire Department meeting room. On roll call, AYE: Maddox, Brink. NAY: None. ABSTAIN: Phillips. ABSENT: Carr and Vacha. **MOTION CARRIED.**
6. Motion by Phillips, seconded by Brink to approve Building Permit #2026-03 for Jay Maddox to erect a garage. On roll call, AYE: Phillips, Brink. NAY: None. ABSTAIN: Maddox. ABSENT: Carr and Vacha. **MOTION CARRIED.**
7. Motion by Phillips, seconded by Maddox to approve Janitor Contract with Megan Vavra. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**
8. Motion by Maddox, seconded by Phillips to approve the hiring of 2026 Pool Assistant Managers, Lifeguards, and Pool Attendants contingent on proper certification. Assistant Managers: Kennedy Blevins, Ashlyn Whitley, Jaeleigh Miller. Lifeguards: Landen Redding, Alizabeth Whitley, Hunter Jensen, Kenley Brink, Carter Cooper, Karsen Olsen, Brogan Burbank, Jaylynn Simonsen, Aiden Fisher, Brylee Hayes, McKenna Tuttle, Coleman Goodwin, Lexus Petersen. Pool Attendant: Lanie Frahm, Samantha Roth, Skiler Watson. On roll call, AYE: Phillips, Maddox, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**



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9. Grant Writer Mike Heavrin was not present. Clerk Anderson reported that Heavrin is currently working on a security camera grant for the Police Department that is due at the end of March and plans to have it submitted prior to the deadline.
10. **Chief Svendsen presented the Police Report.**

January activity included 22 calls for service, 3 arrests, 20 traffic citations and warnings, and 2 ordinance violations. The training event with NLETC, hosted at Lyons Community Center on February 11, had 26 people from 12 departments show up. Officer Olsen is attending FTO training. Shanyfelt voluntarily withdrew from NLETC and is no longer employed with the City.
11. **Utility Report.**

Ueding was not present due to attending a Water Conference. Utility Commissioner Phillips reported that Ueding has obtained pricing for a vac truck and will discuss it further at the April meeting. Picnic tables are currently being repaired and painted. Profanity written on the slide at Burlington Park needs to be cleaned up. The aerator at the sewer plant was sent back to O'Neill for repairs following damage from the windstorm. Tentatively planning to lay out playground post holes on March 13.
12. **Clerk's Report – Whitney Anderson**
  - a. Clerk Anderson presented the February Treasurer Report. Motion by Phillips, seconded by Maddox to accept Clerk Anderson's Treasurer Report. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**
  - b. General, Utility, and Debt Service Income Statements for the month ending February 28, 2026. The General Fund had a month-to-date net loss of \$11,246.28 and a year-to-date net loss of \$121,501.46. The Utility Fund had a month-to-date net gain of \$34,683.52 and a year-to-date net loss of \$116,322.71. Debt Service had a month-to-date net gain of \$8,461.29 and a year-to-date net loss of \$98,824.23.
  - c. Budget reports for the fifth month FY 25-26 (42%) on the General, Utility, and Debt Service Funds were as follows: General Receipts were 26.37%. General Expenses were 29.95%. Utility Receipts were 47.40%. Utility Expenses were 45.3%. Debt Service Receipts were 18.67% and Debt Service Expenses were 89.98%.
  - d. Tree Grant Update
    - i. City of Lyons was awarded \$256,580 from PlantNebraska through the Community Forestry Infrastructure Grant. This is a 0% match for the city. PlantNebraska is aiming for us to be able to start the project May 1<sup>st</sup> 2026.
    - ii. Bidding for Tree Removal – Anderson is working with the City Attorney and the Tree Board to get a bid out for the removal of 80 trees. If we are able to get the bid ready and advertised, we might request a special meeting at the end of April for bid awarding.
  - e. Public Tree Board Meeting March 12, 2026 @ Lyons Community Center
  - f. John is our PlantNebraska project grant manager and warned Anderson that once a phase is complete and grant funds are requested, it takes up to 12-16 weeks to process. Anderson



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reached out to the bank to get a Line of Credit to cover the gap with a 5.4% interest rate. Motion by Maddox, seconded by Phillips to approve Line of Credit with First Northeast of Nebraska in the amount of \$200,000 at a 5.4% interest rate for the Community Forestry Infrastructure Grant Project. Motion by Phillips, seconded by Maddox to accept Clerk Anderson's Treasurer Report. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**

- g. Motion by Phillips, seconded by Maddox to approve Clerk Anderson to request the manual loan advances for the Park Improvement Project and Community Forestry Infrastructure Grant Lines of Credit. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**
- h. Anderson reported that she has been gathering quotes for the City's fire alarm, fire extinguisher, monitoring services, sprinkler, and hood inspections for the Community Center, Library, and Utility Department. Currently, the City utilizes six different companies for these services. The goal is to simplify the process by consolidating services under one provider. Total Fire and Security provided the lowest quote and can perform all inspections without subcontracting to other companies. For monitoring services, the City could switch to a cellular dialer system, which would require a one-time installation cost of \$550 per location and \$200 if an extender is needed. This change would eliminate the two phone lines currently used for monitoring at the Community Center, resulting in a savings of over \$900 annually. Cellular service cost is included in the annual monitoring service. The estimated total annual savings is approximately \$1,500, minus the one-time cellular dialer installation cost. Consolidating services would also reduce the number of companies performing inspections to one provider twice per year. The Library would not need to change to this type of monitoring unless there are modifications system. Motion by Phillips, seconded by Maddox to approve Total Fire and Security quote for Monitoring and Fire Inspection services. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**

#### 13. Commissioner Reports:

Maddox informed the Council that the compressor for the Community Center refrigerator was identified as the issue and is currently under warranty. However, there will be some additional costs associated with labor and materials. Maddox will check on the expected repair timeline. Maddox and Anderson are also working on obtaining quotes for paper supplier. Maddox noted that the paper towel dispensers in the Community Center restrooms are obsolete and embedded in the wall. These will be covered with drywall, and new dispensers will be installed. Maddox also discussed the concession stand at the ball fields. Based on the quotes received from JEO and the available grant funding, Maddox is exploring other potential options, such as a portable building. Maddox and Phillips plan to meet with the Ball Association to discuss their plans. Phillips provided his commissioner report under the agenda item for Ueding.



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14. Motion by Maddox, seconded by Phillips to approve payment of \$1,413.76 for fuel to KB's Mini Mart. On roll call, AYE: Phillips, Maddox. NAY: None. ABSTAIN: Brink. ABSENT: Carr and Vacha. **MOTION CARRIED.**
15. Motion by Phillips, seconded by Maddox to enter into executive session at 6:26 PM to discuss annual review for Bryce Olsen. On roll call, AYE: Maddox, Phillips, Brink. NAY: None. ABSENT: Vacha. **MOTION CARRIED.** Svendsen was present for the executive session. Motion by Maddox, seconded by Phillips to return to regular sessions at 6:34 PM. On roll call, AYE: Maddox, Phillips. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**
16. Motion by Maddox, seconded by Phillips to approve a raise of 8% for Bryce Olsen effective April 7, 2026. On roll call, AYE: Phillips, Maddox, Brink. NAY: None. ABSENT: Carr and Vacha. **MOTION CARRIED.**
17. Mayor Brink adjourned the meeting at 6:36 PM.

Kyle Brink  
Mayor

Whitney Anderson  
City Clerk

I, the undersigned, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council; that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting kept continually current and available for public inspection at the office of the Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available for examination and copying by members of the public; that the said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification of the time and place of said meeting and subjects to be covered at said meeting.

Whitney Anderson  
City Clerk  
(SEAL)