



CITY COUNCIL MEETING

Minutes

Tuesday, October 15, 2024 – 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., September 2024, at Lyons City Hall. Upon roll call, the following Council members were present: Allen Steinmeyer, Kyle Phillips, Tyler Vacha and Matthew Carr. Also in attendance were City Clerk Whitney Anderson, Utility Supervisor Terry Ueding, Library Director Mike Heavrin, and Chief Svendsen.

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 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. None

III. CONSENT AGENDA

- 1. Dispense with reading of minutes of meeting held September 24, 2024.
- 2. Claims as presented except claims of KB’s Mini Mart and Steiny’s General Store.

CLAIMS SEPT 25-OCT 15 2024		
ACCO UNLIMITED CORPORATIO	GRATES/SUPPL	\$ 20,336.81
AMERITAS LIFE CORP	RETIREMENT PLAN	\$ 2,208.04
APPEARA	CLOTHING	\$ 331.56
BARCO MUNICIPAL PRODUCTS	SUPPL	\$ 696.92
BLUE CROSS BLUE SHIELD	GROUP HEALTH INS	\$ 5,259.12
BURT COUNTY PUBLIC POWER	ELECTRIC	\$ 2,898.00
BURT COUNTY SHERIFF	NOV SERV	\$ 24.00
CITY EMPLOYEES	HSA	\$ 600.00
CITY OF LYONS UTILITIES	UTILITIES	\$ 4,011.57
CNA AUTO SERVICE	MTCE	\$ 1,054.84
COMFORT INN	LODGING	\$ 344.85
CONSOLIDATED MANAGEMENT	MEALS-TRAINING	\$ 51.45
CUMING COUNTY INDUSTRIES	SUPPL	\$ 1,026.46
DEPARTMENT OF ENERGY	ELECTRIC	\$ 5,779.37
DEPOSIT REFUNDS	REFUND DATE 10/10/2024	\$ 172.99



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DHHS NEB	LIHEAP REFUND	\$ 143.00
EFTPS	FED/FICA TAX	\$ 3,492.21
FASTWYRE BROADBAND	SERV	\$ 539.42
HUNDERTMARK, INC	REPAIR POWERWASHER	\$ 1,481.15
INDUSTRIAL SALES	PLANT MTCE	\$ 2,314.63
ITRON	24-25 MAIN/SUPPORT	\$ 2,323.12
JACK'S UNIFORMS	SUPPL	\$ 216.99
JENSEN PLG & HTG INC	MTCE	\$ 80.00
JOHNSON & MOCK	LEGAL FEES	\$ 1,630.59
KB'S MINI MART	GAS	\$ 1,499.78
LANE'S TREE SERVICE	BOULAVARD TREES	\$ 5,500.00
LARM	INSURANCE	\$ 111,449.81
LINCOLN FINANCIAL	INSURANCE	\$ 373.55
LINCOLN WINWATER WORKS	LINE MTCE	\$ 9,181.32
LYONS MIRROR-SUN	LEGAL PRINTING	\$ 236.34
MAIN STREET SERVICES LLC	MTCE/REPAIR	\$ 748.01
MIDWEST LABORATORIES INC	TESTING	\$ 22.00
MILESTONE LAND SURVEYING	BOUNDARY SURVEY	\$ 1,000.00
MUNICIPAL SUPPLY INC OF	SUPPL	\$ 1,245.06
MURPHY TRACTOR & EQUIP	JD 324G SKID STEER	\$ 58,375.40
NEBRASKA DEPT OF REVENUE	SALES AND USE TAX	\$ 9,738.34
NIELSEN TREE FARMS	SPRUCE TREES	\$ 6,475.00
NOVUS COMPUTERS	365 EXCHANGE/BUSINESS	\$ 259.00
NPPD COLUMBUS	ELECTRIC PURCHASES	\$ 44,914.93
ONE CALL CONCEPTS, INC.	LOCATE FEE	\$ 50.92
ONE OFFICE SOLUTION	BACKFLOW BROCHURES	\$ 262.00
PAYROLL CHECKS	PAYROLL CHECKS ON 10/04/2024	\$ 16,706.82
PORT-A-JOHNS	SEPT SERV	\$ 70.00
PV BUSINESS SOLUTIONS	2025 OSHA MANUAL	\$ 298.50
SAPP BROS PETROLEUM INC	PROPANE	\$ 20.00
SAVEMORE MARKET	SUPPL	\$ 45.53
STEINY'S GENERAL STORE	SUPPL	\$ 1,490.91
T & H ELECTRIC	MTCE	\$ 757.38
TOTAL FIRE & SECURITY	ANNUAL FIRE INSPECT	\$ 250.00
US BANK	EQUIP	\$ 1,383.90



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USABLUBOOK	SUPPL	\$ 1,203.80
VERIZON WIRELESS	SERV-POLICE	\$ 358.88
WASTE CONNECTIONS OF NE	GARBAGE SERV	\$ 19,640.52
WESCO RECEIVABLES CORP	SUPPL	\$ 5,786.46

Motion by Carr, seconded by Vacha to approve the consent agenda. On roll call, AYE: Phillips, Steinmeyer, Vacha, Carr. NAY: None. **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 Carr to approve Mayor Brink’s recommendation of appointing Mary Gill, Jim Vlach and Sharon Brink to the LB840 Application Review Committee with a six (6) year term. On roll call, AYE: Vacha, Steinmeyer, Carr, Phillips. NAY: None. **MOTION CARRIED.**
2. Motion by Carr, seconded by Phillips to approve Mayor Brink’s recommendation of appointing Chad Brehmer, Jay Maddox, Pam Adams, Kay Steinmeyer, and Shelly Bacon to the LB840 Citizens Advisory Review Committee. On roll call, AYE: Vacha, Steinmeyer, Phillips, Carr. NAY: None. **MOTION CARRIED.**
3. City Council received a Statement of Qualification from three professional engineering firms interested in assisting the City in the design and eventual construction of a new restroom/storm shelter and a new pavilion. Council graded each firm with JEO having the highest score. Motion by Phillips, seconded by Vacha to select JEO as the best-qualified respondent for the park project. On roll call, AYE: Steinmeyer, Carr, Vacha, Phillips. NAY: None. **MOTION CARRIED.**
4. Motion by Vacha, seconded by Carr to approve the 2023/2024 Audit Agreement with Ric Ortmeier, CPA for \$21,800. On roll call, AYE: Steinmeyer, Phillips, Carr, Vacha. NAY: None. **MOTION CARRIED.**
5. Police Report – Chief Svendsen
Chief Svendsen presented the police report for September, which included 11 calls for service, 12 traffic citations and warnings, and 19 ordinance violations. Justice Hansen’s Skillbridge Training will be completed on October 18th, and he will not be retained for hire. Chief Svendsen has completed management training as well as POAN/NSA training. Sergeant Brensel has successfully completed firearms instructor qualification and POAN/NSA training. Chief Svendsen will be giving a Halloween safety briefing at LDNE and will be setting up on Main Street for Trunk or Treat.



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6. Library Director Mike Heavrin Library and Grant Report: Income in August was \$0 and this is \$197.92 below the monthly budgetary goal. Income for the fiscal year totals \$7,320.73 which is \$4,194.40 above our FY 2023-2024 goal. Expenses for August came to \$7,320.73, which was \$2,534.19 above the monthly budget. Fiscal year expenses total \$57,794.15, and that is \$4,194.40 above the approved budget for this point in FY 2023-2024. Painting the library is tentative for November 5th. The library biannual Christmas Festival of Trees will be held in late November. If the event is impacted by the painting project, the auditorium has been blocked off for those dates.
Grant Update: Heavrin is actively searching for grant opportunities to fund the replacement of streetlights in the business district. Additionally, he is regularly monitoring the Department of Transportation (DOT) grant program, "Safe Streets and Roads for All," which is expected to open in early 2025. He is also exploring potential funding for the police department to install security cameras.
7. Utilities Report – Terry Ueding
 - a. Ueding was asked if we had any part-time work and is wondering if council is interested in part-time help at the recycling center. Council unanimously agreed that they are not interested in hiring going into the winter months. Council would like to revisit next spring for a potential part-time hire to paint residential gas pipes.
 - b. New skid loader was delivered 9/30 for FY 23/24 and the old one was traded in. Ueding thanked council.
 - c. Discussion was had regarding purchasing some aerators for the sewer lagoon. Council would like some referrals and further discussion at the November council meeting.
 - d. Ueding provided council with a briefing on the issues that have been had at Evista Village regarding electrical, gas, and water lines.
 - e. A new blade has been ordered for winter.
 - f. Discussion was held regarding zoning penalties. If a building commences before getting a building permit, the fee schedule states that the cost doubles.
 - g. The utility department drilled some holes for the school's light poles and will drill for the scoreboard as well.
8. Clerk's Report – Whitney Anderson
 - a. Clerk Anderson presented the September Treasurer Report. Motion by Phillips, seconded by Carr to accept Clerk Anderson's Treasurer Report. On roll call, AYE: Steinmeyer, Vacha, Carr. Phillips. NAY: None. **MOTION CARRIED.**
 - b. General, Utility, and Debt Service Income Statements for the month ending September 30, 2024. The General Fund had a month-to-date net gain of \$1,274.52 and a year-to-date net gain of \$53,186.06. The Utility Fund had a month-to-date net loss of \$16,727.09 and a year-to-date net gain of \$140,183.92. Debt Service had a month-to-date net gain of \$33,847.17 and a year-to-date net gain of \$1,370.32.
 - c. Budget reports for the twelfth month (100%) on the General, Utility, and Debt Service Funds were as follows: General Receipts were 61.55%. General Expenses were 58.64%. Utility Receipts were



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109.21%. Utility Expenses were 95.56%. Debt Service Receipts were 100.59% and Debt Service Expenses were 99.99%.

- d. City office closed Oct 17th for training in Wakefield.
 - e. Unsafe Buildings and Structures – Jay Maddox had asked if there was any structures wanting to be inspected. Council unanimously agreed to start with the garage at 235 Pearl St.
 - f. Anderson discussed with council pricing and the option to switch to GWorks cloud-based system or a new system Power Manager. Anderson would like to switch systems and will further discuss this with council next meeting.
 - g. Discussion was held regarding property encroachment at the park. The city was planting trees and had a survey done to make sure they didn't encroach on the property owners. The survey showed that the city had more property than originally known. The city's property includes a barbwire fence that needs to be removed.
9. Motion by Vacha, seconded by Steinmeyer to enter executive session at 7:09 PM to discuss Terry Ueding, Ron Daberkow and Mike Heavrin's annual reviews. On roll call, AYE: Carr, Phillips, Steinmeyer, Vacha. NAY: None. **MOTION CARRIED.**
Motion by Steinmeyer, seconded by Vacha to return to regular session at 7:16 PM. On roll call, AYE: Phillips, Carr, Vacha, Steinmeyer. NAY: None. **MOTION CARRIED.**
10. Motion by Steinmeyer, seconded by Carr to approve a 5% raise for Terry Ueding. On roll call, AYE: Phillips, Vacha, Carr, Steinmeyer. NAY: None. **MOTION CARRIED.**
11. Motion by Vacha, seconded by Phillips to approve a 5% raise for Ron Daberkow. On roll call, AYE: Carr, Steinmeyer, Phillips, Vacha. NAY: None. **MOTION CARRIED.**
12. Motion by Vacha, seconded by Steinmeyer to approve a raise for Mike Heavrin of 5% for Library Director and 5% for Grant Writer. On roll call, AYE: Carr, Phillips, Steinmeyer, Vacha. NAY: None. **MOTION CARRIED.**
13. Motion by Carr, seconded by Vacha to approve payment of \$1,499.78 to KB's Mini Mart. On roll call, AYE: Steinmeyer, Phillips, Vacha, Carr. NAY: None. **MOTION CARRIED.**
14. Motion by Phillips, seconded by Vacha to approve payment of \$1,490.91 to Steiny's General Store. On roll call, AYE: Carr, Vacha, Phillips. NAY: None. ABSTAIN: Steinmeyer. **MOTION CARRIED.**
15. Mayor Brink adjourned the meeting at 7:18 PM.



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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)