

110716 agenda

MCCOOK CITY COUNCIL

REGULAR MEETING

Monday - November 7, 2016
6:30 P.M. - City Council Chambers

- **Call to Order and Roll Call.**
 - **Open Meetings Act Announcement.**
**A copy of the Open Meetings Act is posted by the entrance to the Council Chambers and is available for public review.*
 - **Invocation.**
The McCook Ministerial Association - Clark Bates - McCook Christian Church.
 - **Pledge of Allegiance.**
1. **Citizen's Comments.**
**The Council welcomes your input. You may address the Council at this time on items that are not on tonight's agenda. According to Nebraska Open Meeting Laws no action may be taken by Council.*
- At the appropriate time during the meeting, citizens wishing to comment on tonight's Agenda items will be given an opportunity.*
2. **Announcements & Recognitions.**
3. **Consent Agenda.**
**The Consent Agenda is approved on one motion. Any item listed on the Consent Agenda may, by the request of any single Councilmember or public in attendance, be considered as a separate item under the Regular Agenda.*
- A. Approve the minutes of the October 17, 2016 regular City Council meeting.
110716 minutes
 - B. Approve and authorize the Mayor to sign the Application for Financial Assistance for the purpose of purchasing a 12+2 passenger small bus for the City of McCook Transit.
110716 transit
 - C. Receive and file the City of McCook Snow and Ice Control and Removal Operation Procedures and Policies.
110716 snow
 - D. Ratify the Mayor's appointment to the Housing Agency Board, reappointing Shane Fagot - term expires November 2021.
110716 ratify
 - E. Recommend approval to the Nebraska Liquor Control Commission the Application for Manager submitted by Staab Management Company, dba "Pizza Hut of McCook", 811 North Highway 83, which holds License #A-056127, the applicant being Greg A. Tatro.
110716 staab
 - F. Approve the application for a Special Designated Liquor License submitted by the McCook Economic Development Corporation for a mixer to be held at the McCook Municipal Auditorium, 302 West 5th Street, on November 30, 2016 from 1:00 P.M. to 1:00 A.M.
110716 medc
 - G. Approve the application for a Special Designated Liquor License submitted by Loop Brewing Company, LLC, Liquor License #LK-93351, for a local business Christmas party to be held at the McCook Municipal Auditorium, 302 West 5th Street, on December 2, 2016 from 6:00 P.M. to 1:00 A.M.
110716 loops aud
 - H. Approve the application for a Special Designated Liquor License submitted by Loop Brewing Company, LLC, Liquor License #IK-093351, for a local business Christmas party to be held at the Graff Event Center, 1205 East 3rd Street, on December 17, 2016, from 5:00 P.M. to 1:00 A.M.
110716 loops graff
 - I. Receive the minutes of the April 13, 2016 Library Advisory Board meeting.
110716 board minutes
 - J. Approve and authorize the Mayor to sign a Professional Engineering Agreement with Miller & Associates,

Consulting Engineers, P.C., for the design and construction inspection of a new water main on South 8th Street.

[110716 millers](#)

K. Receive and file the claims for the month of October 2016 as published on November 7, 2016.

[110716 claims](#)

4. Regular Agenda.

A. Council Comments.

▪ **Adjournment.**

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- K. Receive and file the claims for the month of October 2016 as published on November 7, 2016.

4. Regular Agenda.

A. Council Comments.

▪ **Adjournment.**

**CITY MANAGER'S REPORT
NOVEMBER 7, 2016 CITY COUNCIL MEETING**

ITEM: _____

Approve the minutes of the October 17, 2016 regular City Council meeting.

BACKGROUND:

Receive and approve the minutes.

**FISCAL
IMPACT:** None.

RECOMMENDATION:

Approve the minutes of the October 17, 2016 regular City Council meeting.

APPROVALS:



Lea Ann Doak, City Clerk

November 3, 2016

MCCOOK CITY COUNCIL
October 17, 2016
6:30 P.M.

A MEETING OF THE MAYOR AND COUNCIL OF THE CITY OF MCCOOK, NEBRASKA convened in open, regular, and public session at 6:30 o'clock P.M. in the City Council Chambers.

Present: Mayor Gonzales, Councilmembers Hepp, Calvin, McDowell.

Absent: Councilmember Weedon.

City Officials present: City Manager Schneider, City Attorney Mustion, City Clerk Doak, Police Chief Brown, Utilities Director Dutcher, Fire Chief Harpham, and Public Works Director Potthoff.

Notice of the meeting was given in advance thereof by publication in the McCook Daily Gazette on October 13, 2016, the designated method of giving notice, a copy of the proof of publication being attached to these minutes. Advance notice of the meeting was also given to the Mayor and members of the City Council and a copy of the Acknowledgment of Receipt of such notice is attached to these minutes. Availability of the agenda was communicated in the advance notice to the Mayor and Council. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Mayor Gonzales announced that a copy of the Open Meetings Act was posted by the entrance to the Council Chambers and available for public review. Invocation was provided by Jeff Kelley, of the United Memorial Methodist Church. Following the Pledge of Allegiance to the flag of the United States of America, Mayor Gonzales called the meeting to order.

1. Citizen's Comments.

No one was present for citizen's comments.

2. Announcements & Recognitions.

There were no announcements or recognitions.

3. Proclamation.

- A. Approve the proclamation designating the month of October 2016 as "Domestic Violence Awareness Month" and authorize the Mayor to sign.

Upon a motion by Councilmember Hepp, seconded by Councilmember McDowell, the Council voted to approve the proclamation designating the month of October 2016 as "Domestic Violence Awareness Month" and authorize the Mayor to sign. The yeas and nays were called and the vote was as follows: YEA: Gonzales, Hepp, Calvin, McDowell. NAY: None. ABSENT: Weedon.

4. Consent Agenda.

- A. Approve the minutes of the October 3, 2016 regular City Council meeting.

Upon a motion by Mayor Gonzales, seconded by Councilmember Hepp, the Council voted to approve the minutes of the October 3, 2016 regular City Council meeting. The yeas and nays were called and the vote was as follows: YEA: Gonzales, Hepp, Calvin, McDowell. NAY: None. ABSENT: Weedin.

- B. Approve Resolution No. 2016-18 providing for the adoption of the City of McCook Regular Employee Retirement Plan, amended 401(k) Profit Sharing Plan and Trust effective January 1, 2016 and that the authorized representatives are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

Upon a motion by Mayor Gonzales, seconded by Councilmember Hepp, the Council voted to approve Resolution No. 2016-18 providing for the adoption of the City of McCook Regular Employee Retirement Plan, amended 401(k) Profit Sharing Plan and Trust effective January 1, 2016 and that the authorized representatives are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan. The yeas and nays were called and the vote was as follows: YEA: Gonzales, Hepp, Calvin, McDowell. NAY: None. ABSENT: Weedin.

- C. Adopt Resolution No. 2016-17 approving the recommendation of the Airport Advisory Commission to set the rent at \$125.00 per unit for the new six plex hangar at McCook Ben Nelson Regional Airport.

Upon a motion by Mayor Gonzales, seconded by Councilmember Hepp, the Council voted to adopt Resolution No. 2016-17 approving the recommendation of the Airport Advisory Commission to set the rent at \$125.00 per unit for the new six plex hangar at McCook Ben Nelson Regional Airport. The yeas and nays were called and the vote was as follows: YEA: Gonzales, Hepp, Calvin, McDowell. NAY: None. ABSENT: Weedin.

- D. Receive and file claim for damages from Joe Derauf and instruct that it be submitted to the City's insurance carrier for review and appropriate action.

Upon a motion by Mayor Gonzales, seconded by Councilmember Hepp, the Council voted to receive and file claim for damages from Joe Derauf and instruct that it be submitted to the City's insurance carrier for review and appropriate action. The yeas and nays were called and the vote was as follows: YEA: Gonzales, Hepp, Calvin, McDowell. NAY: None. ABSENT: Weedin.

- E. Receive and file the claims for the month of September 2016 as published October 7, 2016.

Upon a motion by Mayor Gonzales, seconded by Councilmember Hepp, the Council voted to receive and file the claims for the month of September 2016 as published October 7, 2016. The yeas and nays were called and the vote was as follows: YEA: Gonzales, Hepp, Calvin, McDowell. NAY: None. ABSENT: Weedin.

- F. Approve the bid specifications for One (1) New 2016 or 2017 Police Package or Special Services Vehicle for use by the McCook Police Department and set the date to receive bids as November 7, 2016 at 1:30 P.M.

Upon a motion by Mayor Gonzales, seconded by Councilmember Hepp, the Council voted to approve the bid specifications for One (1) New 2016 or 2017 Police Package or Special Services Vehicle for use by the McCook Police Department and set the date to receive bids as

November 7, 2016 at 1:30 P.M. The yeas and nays were called and the vote was as follows: YEA: Gonzales, Hepp, Calvin, McDowell. NAY: None. ABSENT: Weedin.

- G. Approve Change Order No. 1 for the New 6 Place Hangar at the McCook Ben Nelson Regional Airport in the amount of \$2,805.20.

Upon a motion by Mayor Gonzales, seconded by Councilmember Hepp, the Council voted to approve Change Order No. 1 for the New 6 Place Hangar at the McCook Ben Nelson Regional Airport in the amount of \$2,805.20. The yeas and nays were called and the vote was as follows: YEA: Gonzales, Hepp, Calvin, McDowell. NAY: None. ABSENT: Weedin.

5. Regular Agenda.

- A. Approve, under suspension of the rules, Ordinance No. 2016-2944, amending the parameters bond ordinance relating to the authorization of up to \$10,000,000 in aggregate principal amount of Combined Utilities Revenue Refunding Bonds, Series 2016, of the City of McCook, Nebraska.

Mayor Gonzales introduced Ordinance No. 2016-2944 by title. The Clerk read the Ordinance by title:

AN ORDINANCE AUTHORIZING THE ISSUANCE BY THE CITY OF MCCOOK, NEBRASKA OF ITS COMBINED UTILITIES REVENUE REFUNDING BONDS, IN ONE OR MORE SERIES AND IN AN AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$10,000,000; PRESCRIBING THE FORM AND DETAILS OF THE BONDS AND THE COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEREOF; AUTHORIZING CERTAIN OFFICERS TO DETERMINE THE PRINCIPAL AMOUNT, THE MATURITIES, THE INTEREST RATES, THE REDEMPTION PROVISIONS, THE FINANCIAL COVENANTS AND OTHER TERMS AND PROVISIONS RELATING TO THE BONDS AND TO ENTER INTO A CONTRACT ON BEHALF OF THE CITY WITH THE PURCHASER OF SAID BONDS; PLEDGING THE REVENUES OF THE CITY'S SEWER, WATER AND SOLID WASTE COLLECTION SYSTEMS TO PAY THE PRINCIPAL OF AND INTEREST ON THE BONDS; DESIGNATING THE BONDS AS QUALIFIED TAX-EXEMPT OBLIGATIONS; ADOPTING CERTAIN POST ISSUANCE TAX COMPLIANCE AND DISCLOSURE POLICIES AND PROCEDURES WITH RESPECT TO THE BONDS; AUTHORIZING THE AMENDMENT OF A LOAN AGREEMENT WITH THE NEBRASKA DEPARTMENT OF ENVIRONMENTAL QUALITY; PROVIDING FOR THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM; REPEALING ORDINANCE NO. 2016-2943 OF THE CITY; AND AUTHORIZING CERTAIN ACTIONS AND DOCUMENTS AND PRESCRIBING OTHER MATTERS RELATING THERETO.

Ordinance No. 2016-2944 was introduced and read by title only. Mayor Gonzales moved that the statutory rule requiring reading on three different days be suspended. Councilmember Hepp seconded the motion to suspend the rule and the yeas and nays were called and the vote was as follows: YEA: Gonzales, Hepp, Calvin, McDowell. NAY: None. ABSENT: Weedin. The motion to suspend the rule was adopted by three-fourths of the Council and the statutory rule was declared suspended for consideration of said Ordinance.

Councilmember Calvin moved for final passage of the Ordinance, which was seconded by Councilmember McDowell. The Mayor then stated the question: "Shall Ordinance No. 2016-2944

be passed and adopted?" The yeas and nays were called and the vote was as follows: YEA: Gonzales, Hepp, Calvin, McDowell. NAY: None. ABSENT: Weedon. Motion carried. The passage and adoption of said Ordinance, having been concurred in by a majority of all members of the Council, the Mayor declared the Ordinance lawfully passed and adopted upon publication as required by law.

- B. Approve Ordinance No. 2016-2941 providing for the amendment to Appendix D, Sewer Department Rates and Fees, upon its third and final reading.

Considered upon its third and final reading, Ordinance No. 2016-2941 entitled:

AN ORDINANCE PROVIDING FOR THE AMENDMENT OF FEE SCHEDULE - APPENDIX D, SEWER DEPARTMENT RATES AND FEES; OF THE CITY OF MCCOOK CODE OF ORDINANCES; PROVIDING FOR THE REPEAL OF ORDINANCE NO. 2012-2881 AND ANY AND ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING A TIME AND DATE FROM AND AFTER WHICH THIS ORDINANCE SHALL TAKE EFFECT AND BE ENFORCED.

Ordinance No. 2016-2941 was read by title only and thereafter Councilmember Calvin moved for final passage of the Ordinance, which motion was seconded by Councilmember McDowell. The Mayor then stated the question: "Shall Ordinance No. 2016-2941 be passed and adopted?" The yeas and nays were called and the vote was as follows: YEA: Gonzales, Calvin, Hepp, McDowell. NAY: None. ABSENT: Weedon. Motion carried. The passage and adoption of said Ordinance having been concurred in by a majority of the Council, the Mayor declared the Ordinance lawfully passed and adopted upon publication as required by law.

- C. Approve Ordinance No. 2016-2942 amending Section 51.072 Determination of Use Charges, changing the language of how sewer usage is calculated for commercial and carwash facilities upon its third and final reading.

Considered upon its third and final reading, Ordinance No. 2016-2942 entitled:

AN ORDINANCE PROVIDING FOR THE AMENDMENT OF CHAPTER 51 - SEWER REGULATIONS, SECTION 51.072 DETERMINATION OF USE CHARGES; OF THE CITY OF MCCOOK CODE OF ORDINANCES; PROVIDING FOR THE REPEAL OF ANY AND ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING A TIME AND DATE FROM AND AFTER WHICH THIS ORDINANCE SHALL TAKE EFFECT AND BE ENFORCED.

Ordinance No. 2016-2942 was read by title only and thereafter Councilmember Hepp moved for final passage of the Ordinance, which motion was seconded by Councilmember Calvin. The Mayor then stated the question: "Shall Ordinance No. 2016-2942 be passed and adopted?" The yeas and nays were called and the vote was as follows: YEA: Gonzales, Calvin, Hepp, McDowell. NAY: None. ABSENT: Weedon. Motion carried. The passage and adoption of said Ordinance having been concurred in by a majority of the Council, the Mayor declared the Ordinance lawfully passed and adopted upon publication as required by law.

- D. Council Comments.

Council comments included extending condolences to Councilmember Weedon upon the passing of his father; congratulated Chief of Police Brown on being elected as the 2016-17 President of the

Police Officer's Association of Nebraska; and extended appreciation to city staff for all the work put into the refinancing of the utility bonds, for a potential estimated savings of \$400,000.

▪ **Adjournment.**

There being no further business to come before the Council, Mayor Gonzales declared the meeting adjourned at 6:45 P.M.

Michael D. Gonzales, Mayor

ATTEST:

Lea Ann Doak, City Clerk-Treasurer

CITY MANAGER'S REPORT
November 7, 2016 CITY COUNCIL MEETING

ITEM: 3B

RECOMMENDATION:

Approve and authorize the mayor to sign the Application for Financial Assistance for the purpose of purchasing a 12+2 passenger small bus for the City of McCook Transit.

BACKGROUND:

Funds are available through the Federal Transit Authority with State and local matching funds. The Federal match is currently at 90%, in previous years it has been at 80%. Our Current 2003 Cutaway Chevrolet bus has 153,637 miles and the repairs are becoming costly to maintain the lift etc.. We continue to get calls to transport very large wheelchair bound clients, hence we need a reliable lift. The small van is not equipped with a lift. The City of McCook Transit provides transportation services to the general public within the city limits of McCook from 8:30 to 4:30 Monday through Friday.

FISCAL The estimated costs of the project by source of funds are \$48,000 in Federal Funds, \$6,000 State Funds and \$6,000 in local funds from the City of McCook.

IMPACT:

RECOMMENDATION:

Approve and authorize the Mayor to sign the Application for Financial Assistance for the purpose of purchasing a 12+2 passenger small bus for the City of McCook Transit.

APPROVALS:

prepared by
Senior Services Director
Beth Siegfried

November 7, 2016

Nate Schneider (Ed)
Nate Schneider
Senior Services Director

November 7, 2016



**5311 Vehicle Application
for Federal Transit Administration Funding**



For any questions please email :				wayne.masek@nebraska.gov				
Transit Program Name:	City of McCook Transit	Location:	1312 West 5th ST	Date:				
Legal Name:	City of McCook Transit							
Applicant Address:	1312 West 5th ST, McCook NE 69001							
Sponsoring Contractor D-U-N-S No.:	053460457	Employer Identification Number (EIN):	47-6006273					
Telephone:	308-345-6098	Email:	bsiegfried@cityofmccook.com					
Executive Officer's Name:	Mike Gonzales	Title:	Mayor					
Subcontractor (if any):								
Legal Name:								
Applicant Address:								
Sponsoring Contractor D-U-N-S No.:		Employer Identification Number (EIN):						
Telephone:		Email:						
Executive Officer's Name:		Title:						
Person Responsible for Daily Operation of Project:	Beth Siegfried Transit Manager							
Vehicles are intended to:								
Replace Existing Vehicle(s)	yes							
Expand Existing Fleet	no							
Start New Service	no							
Project Budget:								
Asset	Vehicle/Equipment/Other Description	Quantity	Unit Cost	Total Cost				
Vehicle	12-Passenger Van (Without WheelChair Lift or Ramp)	0	\$28,000	\$0				
Vehicle	Lowered Floor Minivan With Ramp	0	\$36,000	\$0				
Vehicle	Small Bus With WheelChair Lift	1	\$55,000	\$60,000				
		Total:	100%	\$60,000				
		Federal Share:	80%	\$48,000				
		State Share:	10%	\$6,000				
		Local Share:	10%	\$6,000				
Please identify the vehicle(s) to be replaced:								
VIN	Make	Model	Year	Mileage	Number of Wheel Chair Positions	Condition	Remain as a Backup	Be Disposed
1GBJG31U131182166	Chevrolet	12 Passenger Van	2003		2	fair	no	yes
If vehicle is to expand the existing service, please describe this expansion below:								
NA								
If vehicle is to start a new service, please describe this service below:								
NA								
Local Matching Funds Source								
City								
Person Who Prepared This Application:	Beth Siegfried							
Address:	1312 West 5th St McCook NE 69001							
Telephone:	308-345-6098	Fax:	308-345-6795	Email:	bsiegfried@cityofmccook.c			
I certify by my signature, either written or authorized to submit electronically, this application and supporting documentation are correct and to the best of my knowledge allowable.								
Authorized By:	Mayor Mike Gonzales			Authorized Date:	09/06/2016			

PUBLIC NOTICE

Notice is hereby given that the City of McCook Public Transit is requesting as an Applicant financial assistance from the Federal Transit Authority, pursuant to the Federal Transit Act, generally described below.

Description of Project

Purpose of the Project is to purchase a 12+2 passenger small bus for general public transportation and operation of general public transportation in the city limits of McCook, Nebraska. The estimated cost of the Project by source of funds are \$48,000 in Federal funds, \$6,000 State funds, and \$6,000 in Local funds from the City of McCook.

A copy of the Application for Financial Assistance of the Project is available for Public inspection at the office of the City Clerk, McCook Municipal Center, 505 West "C" Street, McCook, NE. Written comments for consideration by City of McCook Public Transit will be accepted at City of McCook, 505 West "C" Street, PO Box 1059, McCook, NE for a period of 10 days ending November 7, 2016.

-s- Lea Ann Doak
McCook City Clerk
City of McCook Public Transit

Publish: October 27, 2016

**CITY MANAGER'S REPORT
NOVEMBER 7, 2016 CITY COUNCIL MEETING**

ITEM: 3C

RECOMMENDATION:

RECEIVE AND FILE THE CITY OF MCCOOK SNOW AND ICE CONTROL AND REMOVAL OPERATION PROCEDURES AND POLICIES.

BACKGROUND:

The snow and ice control and removal operation procedures and policies are revised every year. Also attached to the policy is the agreement between the City of McCook and Red Willow County for snow plowing services pursuant to the interlocal cooperative act. This agreement is automatically renewable for an additional 1 year unless one of the parties elects not to renew for the following year, by advising the other in writing prior to October 1st of the year in question.

We once again plan to pre-treat the streets prior to predicted winter weather, when feasible. The pre-treat operation consists of applying a salt brine solution onto the roadway, in order to help minimize the snow/ice from adhering to the road surface.

We would like to remind the citizens that sidewalks should be cleared within 24 hours of the cessation of the snow. Emergency snow routes are marked with emergency snow route signs. The City asks that residents remove vehicles, including trailers, boats etc., from city streets, in particular the emergency snow routes, if snow is predicted. Highways within the city limits as well as the emergency snow routes will be the first priority. City crews are also responsible for snow removal at the airport. City crews will try and clear the remaining residential streets, once the priority areas are cleared.

**FISCAL
IMPACT:** None.

RECOMMENDATION:

RECEIVE AND FILE THE CITY OF MCCOOK SNOW AND ICE CONTROL AND REMOVAL OPERATION PROCEDURES AND POLICIES.

APPROVALS:



Kyle Potthoff, Public Works Director

NOVEMBER 3, 2016



Nate Schneider, City Manager

NOVEMBER 3, 2016

CITY OF MCCOOK

SNOW AND ICE CONTROL AND REMOVAL OPERATION

PROCEDURES AND POLICIES

DEPARTMENT OF PUBLIC WORKS

STREET DIVISION

REVISED NOVEMBER, 2016

AGREEMENT WITH COUNTY

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Loader #53 Snow Route 14

Loader #55 Snow Route 15

Airport Snow Plowing 16

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Attachment A - Snow Emergency Ordinance No. 1882 - Section 5-1023
Attachment B - Interlocal Agreement (Red Willow County) dated November 5, 2001

SUMMARY OF POLICIES

1. It is the general policy of the City of McCook to devote most of its snow and ice fighting effort to the arterial streets in the community due to the greater traffic volume, volume of stopping and intersection turning movements and level of speed on these streets.
2. The City shall try and maintain a relatively good level of traction on arterial streets by use of spreading a sand/salt mixture, plowing of snow from the streets, or a combination of the two.
3. On all arterial streets with the exception of the downtown area, streets will be plowed from the center to the curb and from curb to curb except when a parked vehicle makes this impossible. The City will not remove snow from driveways or sidewalks as a result of snow plowing operations.
4. The City will clear intersections of snow on intersection arterial streets and on local streets where intersections are impassable as a result of snow plowing operations.
5. The City will plow a path down the middle of residential streets when these streets are impassable to an average passenger car equipped with snow tires.
6. In the downtown area, snow will be plowed to the center of the street and hauled away due to the large volume of traffic in this area and the high volume of vehicle parking.
7. If deemed necessary, the City may call a snow emergency requiring removal of all cars parked on arterial streets for a period of 24 hours from the time the snow emergency is in effect. Vehicles not removed shall be towed away.
8. Citizens are to remove snow from sidewalks adjacent to their property within 24 hours of the cessation of snowfall except, in commercial areas where snow shall be removed by 10:00 A.M. on the morning following cessation of snow fall.
9. Depositing of snow from driveways and parking lots on public streets is prohibited. Where snow is removed from parking lots and piled on the parking lot, snow piles falling within the "vision triangle" of an intersection shall not be higher than 2 1/2 feet above the center of the intersection street lines so that a traffic hazard is not created at the intersection.
10. On January 1, 2004 the City of McCook became responsible for the removal of snow and ice control on the highways inside the city limits.

SNOW POLICY - SALT BRINE PRE-TREAT OPERATION PROCEDURE FOR CALLING OUT PERSONNEL AND EQUIPMENT

Beginning in the winter of 2007-2008, the City of McCook added another step to our snow/ice fighting operation. Salt brine is an anti-icing solution which is applied to the highways, streets and bridges hours before a winter weather event takes place. It is sprayed onto the roadways to help minimize and in some cases prevent unsafe road conditions when the winter storm does arrive. This is a pro-active approach to combating snow removal.

The Director of Public Works or Public Works Supervisor is responsible for deploying the salt brine pre-treat unit as he deems appropriate in order to adequately meet the particular circumstances or situation. When a snow/ice event is forecasted, the weather conditions shall be evaluated in order to determine whether the pre-treat operation shall be put into effect. Once it is determined that it is safe to pre-treat, the operator will be called and the equipment will be mobilized. The pre-treat operation consists of applying a salt brine solution onto the roadway, in order to help minimize the snow/ice from adhering to the road surface. The Nebraska Department of Roads will also be utilized for their expertise in the pre-treat operation.

Salt brine is made using just two ingredients. The first ingredient is rock salt or also known as sodium chloride (NaCl) and the second ingredient is water. The salt brine is effective for anti-icing, because the salt depresses the freezing point of water. Water freezes at 32 degrees Fahrenheit, but when salt is added to the water, it lowers the point at which the water will freeze. The recommended percentage of salt brine is between 23% and 24%, which will drop the freezing point of the brine down to - 6 degrees Fahrenheit. The salt brine will typically be applied at 50 gallons per lane mile, which amounts to approximately 110 pounds of salt.

The salt brine that will be used in our operation will be produced at the City of McCook's Water Treatment Plant, at no additional cost to the rate payers of McCook. The brine is actually a waste product and if not used for this purpose, it would be disposed of through the Wastewater Treatment Plant.

The following is the priority order in which streets will be pre-treated:

1. All Highways within the City limits.
2. All emergency snow routes.
3. Residential streets.

The frequency and amount of pre-treatment will be dependent on the following:

1. Weather conditions
2. Weather forecasts
3. Severity of the predicted event.

**SNOW POLICY - SAND/SALT OPERATION
PROCEDURE FOR CALLING OUT MEN AND EQUIPMENT**

The Director of Public Works or Public Works Supervisor is responsible for directing the resources of staff and equipment when required by winter storm conditions. During a light snow, the early stages of a major snow, or during icy conditions the sand/salt operation shall be put into effect.

The Director of Public Works or Public Works Supervisor is responsible for deploying the sand/salt unit in such fashion as he deems appropriate in order to adequately meet the particular circumstances or situation. The Director of Public Works or Public Works Supervisor shall advise the Police Department when the sand/salt operation is put into effect. Since the McCook Police Department monitors the conditions of streets during winter storm situations, the Police Department will advise the Public Works Department of the condition of the streets from time to time and of the need for action in order to provide for safe driving conditions under these circumstances.

The Police Department shall also keep the public advised of the street conditions by notifying the local news media (radio) so that bulletins can be broadcast noting particular conditions.

The Director of Public Works or the Public Works Supervisor will monitor street conditions and weather reports and determine the need for calling out staff and equipment between the hours of 4:00 A.M. and midnight, Sunday through Saturday. Between midnight and 4:00 A.M., the Police Department will be primarily responsible for monitoring street conditions and will place a call to the Director of Public Works or the Public Works Supervisor whenever they feel that conditions warrant some action by the Public Works Department. The Public Works Director or Public Works Supervisor will advise the Police Department of his/her actions at all times.

In the absence of the Director of Public Works, staff and equipment in the Public Works Department may be activated by the following persons in the order listed:

Tyler Kalinski	-	Home
Ken Vontz	-	Home
Randy Zwickle	-	Home

Police Shift Supervisor - **CONTACT** as listed above

The above instructions and policy **shall be followed exactly** unless otherwise directed by the Director of Public Works or other responsible official as noted above.

DUTIES OF PERSONNEL AND OFFICERS

GENERAL INSTRUCTIONS

1. Study and know the procedures outlined in the manual and follow the schedules shown.
2. Keep records, such as gas, diesel, hours, and mileage of trucks, plows, and loaders.
3. See that your assigned unit is in good operating condition at all times and operate it according to the plan at all times.
4. Notify the Public Works Director or Public Works Supervisor of any emergency conditions encountered.
5. Flagmen shall wear a safety vest at all times.

NOTE: There is also some burden of responsibility on the personnel involved with this plan to make an effort to be available on off-duty hours if it appears that stormy conditions may develop.

PUBLIC WORKS PERSONNEL
Contact List

CELL NUMBERS

Kyle Potthoff	CELL
Tyler Kalinski	CELL
Jesse Dutcher	CELL
Larry Dicke	CELL
Rick Province	CELL
Kenny Vontz	CELL
Lea Ann Doak	CELL

HOME NUMBERS

Kyle Potthoff	Home
Tyler Kalinski	Home
Ron Maris	CELL
Randy Zwickle	CELL
Kenny Vontz	Home
Dave Korte	CELL
Matt Coulter	CELL
Elza Doak	Home
Tony Rouse	CELL
Paul Younger	CELL
Kirk Wilson	CELL
Steve Miller	Home
Mark Eiler	Home

Rick Province	Home
Dave Gummere	Home
Dwayne Brunswick	Home
Jerome Biegler	Home
Rick Lorentz	CELL
Rick Kinne	CELL
Ron Lauer	Home

Jesse Dutcher	Home
Larry Dicke	Home
Seth Province	CELL
Tyrel Riggs	CELL
Pat Fawver	CELL
Greg Hall	Home
Levi Baughman	CELL
Ken Keslin	CELL
Jarod Doyle	CELL
Trevor Van Pelt	CELL

UNIT 45 - SALT UNIT

SALT ROUTE

NOTE: Notify Police at start and finish.

- (1) All through streets - includes hospital
- (2) All downtown streets - includes post office
- (3) Westridge hill from "D" to "M"
- (4) Around all schools
- (5) "D" Street from West 5th to "B" Street
- (6) 9th Street from "B" Street to West 5th Street
- (7) West "C" Street from West 5th to West 10th
- (8) All stops as needed
- (9) Other areas as needed
- (10) Highway 83 from south city limit to north city limit
- (11) Highway 6 & 34 from east city limit to west city limit

PROCEDURES AND POLICIES FOR SNOW PLOWING OPERATION

The Director of Public Works is responsible for directing how and when the snow plows shall be called out in order to meet particular circumstances of the winter storm.

Snow plowing operations normally are called for whenever snow accumulations of five (5) inches or greater are anticipated. As long as streets in the City are generally passable, the Director of Public Works will wait to send snow plows out on snow routes until after the storm and wind has ceased. Many times storms subside in the night hours and snow plows are generally sent out sometime after midnight with the intent that they finish the route by 7:00 A.M. or 8:00 A.M. the following morning.

To avoid plowing a second time, snow plows will be held until snowfall and wind have ceased, unless conditions do not allow. The safety and speed of the operation is enhanced if it is possible to wait until early morning hours.

The Director of Public Works will notify the City Manager whenever, in his/her opinion, the removal of parked cars on arterial streets becomes a critical factor in effectively removing the snow (normally whenever the anticipated snowfall is heavy). Such decision (snow emergency) shall be made by the City Manager, the Director of Public Works, or the Chief of Police. Whenever possible, the decision will be made before noon so that media can be notified to advise citizens to remove their vehicles and to allow adequate time for moving or towing of these vehicles before snow removal operations begin.

Whenever snow plowing operations are anticipated, the Director of Public Works or the Public Works Supervisor will advise those persons responsible for operating snow equipment of the need to be on duty at a time specified. In order to meet various contingencies, it may be necessary to call out men and equipment to stand by at the Street Shop during the night in order that they may take out snow plows when the storm subsides.

When snow plowing operations are commenced, the plows will begin work in a two (2) unit gang, plowing one-half (1/2) of an arterial street from center to curb with one pass of the gang. Snow will be plowed from curb to curb, when possible, in accordance with City policy. The operations will follow the snow routes as listed. The entire snow route will be driven and snow removed unless deemed inappropriate by the individual operator, the Director of Public Works, or the Public Works Supervisor.

The Director of Public Works or Public Works Supervisor is responsible for deploying equipment furnished by Red Willow County. The Director of Public Works or Public Works Supervisor will call out this equipment as he deems appropriate in order to meet particular circumstances of the winter storm.

Unit No. 56 (maintainer) will be dispatched to the downtown area to begin plowing snow from the curb to the center of the street or designated space for later removal. This unit will assist in clearing the highways. After clearing this area, it will proceed to other areas as listed.

Unit Nos. 53 and 55 (loaders) will be dispatched as deemed appropriate by the Director of Public Works or Public Works Supervisor to clear intersections of arterial streets and highway, break open local streets, clear City parking lots, driveways and sidewalks and assist in clearing snow from the Airport. Generally, units will be assigned on a priority basis as listed.

If at all possible, a second snow plowing after a storm will be avoided and the snow plowing operations will be completed early enough not to cover up sidewalks and driveways that have previously been cleared by residents along snow routes.

SNOW EMERGENCY ROUTES

- (1) Airport Road - "B" Street North to Airport Terminal
- (2) East 15th Street - East "H" Street to East "J" Street
- (3) East 14th Street - East "C" Street to East "H" Street
- (4) Apollo Street - East 14th Street to East "F" Street
- (5) East 11th Street - East "B" Street to North City Limits
- (6) East 6th Street - East "B" Street to East "H" Street
- (7) East 7th Street - East "H" Street to Country Club Drive
- (8) Country Club Drive - East 7th Street to East 5th Street
- (9) East 5th Street - East "H" Street to Parkview
- (10) East 4th Street - East "F" Street to East "G" Street
- (11) East 3rd Street - East "B" Street to East "H" Street
- (12) East 3rd Street - East "L" Street to East "M" Street
- (13) East 2nd Street - East "A" Street to East "B" Street
- (14) East 1st Street - East "A" Street to East "M" Street
- (15) Norris Avenue - East "A" Street to North City Limits
- (16) East "F" Street - East 3rd Street to East 6th Street
- (17) East "F" Street - East 11th Street to Apollo Street
- (18) East "G" Street - East 3rd Street to East 4th Street
- (19) East "H" Street - Norris Avenue to Airport Road
- (20) East "L" Street - Norris Avenue to East 5th Street
- (21) East "M" Street - Norris Avenue to East 5th Street
- (22) East "O" Street - Norris Avenue thru Kelley Park Drive then thru Park View to Seminole Drive
- (22) East "J" Street - East 11th Street to East 15th Street
- (23) Seminole Drive - Parkview to Park Avenue
- (24) Park Avenue - Kelley Park Drive to Norris Avenue
- (25) North Cherokee - Seminole Drive to Norris Avenue
- (26) All State Hwys within the City Limits
- (27) West 1st Street - West "A" Street to West "O" Street
- (28) West 2nd Street - West "A" Street to West "E" Street
- (29) West 3rd Street - West "A" Street to North City Limits
- (30) West Circle Drive - West "O" Street to West "Q" Street
- (31) West 5th Street - Public Safety Center to West "Q" Street
- (32) West 7th Street - West "B" Street to West "J" Street
- (33) West 8th Street - West "B" Street to West 7th Street
- (34) West 9th Street - West "B" Street to West "E" Street
- (35) West 10th Street - West "B" Street to West "Q" Street
- (36) West 14th Street - West "J" Street to West "O" Street
- (37) "A" Street - West 1st Street to East 2nd Street **
- (38) "C" Street - West 5th Street to East 1st Street
- (39) "D" Street - West 7th Street to East 1st Street
- (40) "E" Street - West 7th Street to East 1st Street
- (41) West "J" Street - Spoon Drive to Norris Avenue

- (42) West "M" Street - Norris Avenue to West 14th Street
- (43) West "O" Street - Norris Avenue to West 5th Street; West 14th Street to N. Hwy 83
- (44) West "P" Street - West 3rd Street thru West 1st Street; thru Marsh Avenue to Norris Avenue
- (45) West "Q" Street - West 3rd Street to N. Hwy 83
- (46) West "F" Street - West 7th Street to West 5th Street
- (47) West "G" Street - West 7th Street to Westridge
- (48) West "H" Street - West 7th Street to Westridge; West 10th Street to N. Hwy. 83
- (49) Sunset Road - Westridge to West 10th Street
- (50) Federal Avenue - "B" Street to South Street
- (51) South Street - Federal Avenue to South Hwy 83
- (52) All Street on the Golf Course

#56 MAINTAINER

(NOTE: DO NOT DEVIATE ON THE BELOW INSTRUCTIONS UNLESS INSTRUCTED BY THE DIRECTOR OF PUBLIC WORKS.)

REMOVE SNOW WITH MAINTAINER IN DOWNTOWN AREA

- (1) Norris Avenue from "A" Street to "F" Street (middle)
- (2) "C" Street from West 5th to East 2nd, blade to middle except between East 1st and 2nd, blade curb to curb.
- (3) West 1st from "A" Street to "D" Street (middle)
- (4) "D" Street from East 1st to West 2nd, blade to middle except between West 1st and 2nd, curb to curb
- (5) "E" Street from East 1st to West 1st (middle)
- (6) Around Post Office
- (7) West 2nd from "A" Street to "D" Street, between "C" and "D" blade curb to curb, between "A" and "C" blade to middle
- (8) West 3rd from "A" Street to "C" Street, blade to middle
- (9) "A" Street from East 1st to West 1st, curb to curb
- (10) North of Junior High on Sunset Road from West 7th west to West 10th
- (11) Airport
- (12) Assist in highway snow removal

#53 LOADER

(NOTE: DO NOT DEVIATE ON INSTRUCTIONS BELOW UNLESS INSTRUCTED BY THE DIRECTOR OF PUBLIC WORKS.)

- (1) Intersections in the downtown area where snow is bladed to the middle of the street, and intersections around new post office
- (2) Intersections on Norris Avenue from "F" Street to "O" Street.
- (3) Airport Parking Lot and other areas as needed (hangars).
- (4) Assist in highway snow removal

#55 LOADER

(NOTE: DO NOT DEVIATE ON INSTRUCTIONS BELOW UNLESS INSTRUCTED BY THE DIRECTOR OF PUBLIC WORKS.)

- (1) Police and Fire Station Parking - front push east, other in back
- (2) Auditorium Parking Lot - east or west
- (3) Parking Lots:
 - 100 block of East "B" - north side (SW corner)
 - 100 block of West "B" - north and south sides (SW corner)
 - 200 block of West 1st - south of Komac Paint (SW corner)
 - 400 block of West 1st - east side (SE corner)
 - 300 block of East 1st - west side (north side on rocks & NE corner)
 - 200 block of West 4th - east side (west on terrace)
 - Swimming Pool - parking lot
- (4) Parking south of Library
- (5) Parking on north side of Central Elementary School
- (6) Senior Center Parking Lot (all south)
- (7) Intersections of West 10th and "H" Street
- (8) Housing Authority off-street parking on Missouri Avenue Circle
- (9) Westridge Intersections
- (10) Airport Parking Lot (in ditch, not on asphalt)
- (11) Airport Intersections and as needed
- (12) Assist in highway snow removal

AIRPORT SNOW PLOWING OPERATIONS

The Director of Public Works is in charge of snow removal operations at the McCook Municipal Airport. As soon as the plow trucks, maintainers and loaders have completed their responsibilities of clearing snow from the City of McCook, they will proceed to the Airport to begin snow plowing operations on the Airport.

At the discretion of the Director of Public Works, when a situation requires the more rapid removal of snow from the Airport, units may be assigned to the Airport earlier.

When snow plowing operations begin on the Airport, the Director of Public Works or his designee shall issue a NOTAM** through Notam Manager noting that snow removal equipment is on the Airport and operating. The Airport shall be closed during such snow removal operations. The Director of Public Works or operator will also let the local weather station unicom operator know when they will be on the Airport and where so that they can advise local air traffic.

Snow shall be plowed from the center of the runway to the edge of the runway. Care should be taken to avoid covering up or damaging runway edge or runway end identifier lights. The procedures for removal of snow should be followed strictly, provided that changes can be made at the discretion of the Director of Public Works. However, no change should be made upon the request of private pilots, FBO's or other person unless authorized by the Director of Public Works.

NOTE: - NOTAM -

Shall be issued thru Notam Manager or when unavailable to Lockheed Martin 1-877-487-6867

****Personnel authorized to issue a NOTAM**

1. City Manager - Airport Manager
2. Director of Public Works
3. Public Works Supervisor
4. Airport Maintenance Operator

DOWNTOWN AND "B" STREET SNOW HAULING OPERATION

The hauling of snow from the downtown area will commence as soon as loader units and trucks are available from their primary responsibilities. From Thanksgiving until New Year's, the City will give a high priority to quickly hauling out snow from the downtown area. Preferably, the haul will begin in the early morning hours in order to minimize disruption of traffic. At other times other than from Thanksgiving to New Year's, the hauling operation will commence on the next regular work day during normal business hours.

The hauling operations will clear downtown blocks in the following order:

- (1) Norris Avenue from "A" to "F"
- (2) East "C" Street from Norris Avenue to East 1st
- (3) West 1st from "A" to "D"
- (4) "D" Street from East 1st to West 1st
- (5) "E" Street from East 1st to West 1st
- (6) West 2nd from "B" to "C"
- (7) West "C" from Norris Avenue to West 5th
- (8) "B" Street from West 5th to East 5th
- (9) "B" Street from West 5th to West 10th
- (10) "B" Street from east 5th to East 14th

Snow hauled from the downtown area and "B" Street will be deposited at the south end of the airport property or other areas as designated by the Director of Public Works including the Jaycees Ball Complex parking lot.

(SIDEWALKS)

Sidewalks around public parking lots, parks, city buildings are cleaned on an as-needed basis by Cemetery personnel or other designated personnel.

**AGREEMENT BETWEEN THE CITY OF MCCOOK, NEBRASKA AND THE
COUNTY OF RED WILLOW, NEBRASKA FOR SNOW PLOWING
SERVICES PURSUANT TO THE INTERLOCAL COOPERATIVE ACT**

This Agreement is made and entered into on November 5, 2001 by and between the City of McCook, Nebraska, (hereinafter referred to as City) and the County of Red Willow, Nebraska, (hereinafter referred to as County), both public agencies pursuant to the Nebraska Interlocal Cooperative Act.

The City and County hereby entered into this Agreement for snow plowing services having the following terms and conditions.

1. The term of this Agreement shall be for a one (1) year term commencing November 1, 2001, and continuing through October 31, 2002. This agreement shall be automatically renewable on the same terms for additional one (1) year terms each subsequent year, unless one of the parties elects not to renew for the following year, by advising the other in writing prior to October 1st of the year in question.
2. There shall be no separate legal or administrative entity created by this Agreement.
3. a. At the request of the City and upon notification to the District 3 County Commissioner, or his/her representative, by the City's Public Works Director, or his/her representative, the County shall provide operators and all necessary equipment, and shall plow a path reasonably clearing it of snow down the center of all residential streets within the City.
b. The operators provided by the County shall act under the supervision and direction of City's Public Works Director.
c. Upon the request of the County, and the availability of the vehicle, the City shall salt any area within the two mile jurisdiction.
d. At no time shall the County provided operators be considered an employee of the City.
5. This agreement may not be terminated by either party prior to the end of its term.

6. The Public Works Director for the City shall be responsible for administering the provision of this Agreement.

City of McCook

County of Red Willow

Kurt Fritsch, City Manager

Earl McNutt, Chairman
Red Willow County Commissioners

CITY MANAGER'S REPORT
NOVEMBER 7, 2016 CITY COUNCIL MEETING

ITEM: 3D

RECOMMENDATION:

Ratify the Mayor's appointment to the Housing Agency Board, reappointing Shane Fagot - term expires November 2021.

BACKGROUND:

The Mayor has contacted all appointees and they are willing to serve on the various boards.

FISCAL

IMPACT: None.

APPROVALS:



Lea Ann Doak, City Clerk

November 3, 2016

HOUSING AGENCY BOARD

BARB OSTRUM
512 Missouri Avenue
Apartment D
Appointed - September 2013
(replaced Shane Hilker)
Term Expires - November, 2018

TERRY PETERSON
512 Elizabeth Lane
Appointed - March 21, 1994
Reappointed - October, 2014
Term Expires - November, 2019

345-4570 (O)
345-7573 (H)

RAYMOND LONG
(Resident)
502 Missouri Avenue Circle
Appointed - May, 2015 (replaced Judy Dow)
Term Expires - November, 2020

SHANE FAGOT
1506 Centennial
Appointed - November, 1996
Reappointed - November, 2016
Term Expires - November, 2021

345-1555 (O)
345-3932 (H)

KRISTIN STAGEMEYER
2112 Blake Drive
Appointed - October, 2015 (replaced Judy Keenportz)
Term Expires - November, 2017

345-6186 (H)
345-2740 (w)

*Denotes Chairperson

**CITY MANAGER'S REPORT
NOVEMBER 7, 2016 CITY COUNCIL MEETING**

ITEM: 3E

RECOMMENDATION:

Recommend approval to the Nebraska Liquor Control Commission the Application for Manager submitted by Staab Management Company, dba "Pizza Hut of McCook", 811 North Highway 83, which holds License #A-056127, the applicant being Greg A. Tatro.

BACKGROUND:

Upon notice from the Liquor Control Commission, this application is being presented to the Council for consideration. The Council may choose not to make a recommendation of approval or denial to the Commission.

**FISCAL
IMPACT:** None.

RECOMMENDATION:

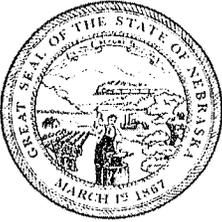
Recommend approval to the Nebraska Liquor Control Commission the Application for Manager submitted by Staab Management Company, dba "Pizza Hut of McCook", 811 North Highway 83, which holds License #A-056127, the applicant being Greg A. Tatro.

APPROVALS:



Lea Ann Doak, City Clerk

May 28, 2015



Pete Ricketts
Governor

STATE OF NEBRASKA

NEBRASKA LIQUOR CONTROL COMMISSION
Hobert B. Rupe
Executive Director

301 Centennial Mall South, 5th Floor
P.O. Box 95046
Lincoln, Nebraska 68509-5046
Phone (402) 471-2571

Fax (402) 471-2814 or (402) 471-2374
TRS USER 800 833-7352 (TTY)
web address: <http://www.lcc.ne.gov/>

MANAGER RECOMMENDATION

DATE: September 26, 2016

TO: City Clerk of McCook

E-MAIL: ldoak@cityofmccook.com

MANAGER: Greg A Tatro

LICENSEE: Staab Management Company dba Pizza Hut of McCook

LICENSE #: A-056127

DUE DATE: November 10, 2016

Attached is a copy of a new manager application submitted to Nebraska Liquor Control Commission. Please complete the following to submit your recommendation. Send back to Tracy Burmeister at tracy.burmeister@nebraska.gov or fax to (402) 471-2814, with questions call (402) 471-2572.

_____ APPROVED

_____ NO LOCAL RECOMMENDATION

_____ DENIED

COMMENTS: _____

(May attach minutes and/or additional notes)

CLERKS SIGNATURE: _____

DATE: _____



Janice M. Wiebusch
Commissioner

Robert Batt
Chairman

Bruce Bailey
Commissioner

S T A T E O F N E B R A S K A
LIQUOR CONTROL COMMISSION

UPDATE

LICENSE NUMBER
056127

RETAIL

CLASS A BEER ON SALE ONLY
(INSIDE CORPORATE LIMITS)

OWNERSHIP C I - INDIVIDUAL
 P - PARTNERSHIP
 C - CORPORATION

***** BOND INFORMATION *****
BOND COMPANY START DATE CANCEL DATE

BOND NUMBER
BOND AMOUNT FED BASIC PERMIT #
***** RESTRICTIONS *****

***** PREMISES INFORMATION *****

TRADE NAME 1 LICENSE NO.
TRADE NAME 2
ADDRESS-1 ADDRESS-2
CITY COUNTY RED WILLOW ZIP 68001
PHONE FAX

MAIL TO:

NAME STEVEN TAYLOR WINE COMPANY
ADDRESS-1 704 E W WIGGLES WY ADDRESS- ROAD BOX 1566
CITY GREEN PRAIRIE STATE NE ZIP 68021-1566

***** LICENSE DESCRIPTION *****

ENTER OWN STATUS LIC. CLASS 112 & 541

***** GENERAL INFORMATION *****

CORP.	OWN	LEASE	REPLACING	TOP	SUSPENDED	LICENSE EXP
LIMITS	PREMISES	EXP.	LIC. NO.	EXP.	START DAYS	DATE
(Y OR N)	(Y OR N)	DATE		DATE		
		03/31/2006	022206			04302017
EMAIL:	KADRANT@NESTATELCO.COM					
ACTION DATE	DOCUMENT NO.	ROLL	PAGE	ACTION CODE		

DEPRESS: ENTER - PROCESS PF10 - ADD NOTES

PA1 - RETURN TO MENU

**MANAGER APPLICATION
INSERT - FORM 3c**

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL, SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov

Office Use

[Faint, illegible text and stamps]

MUST BE:

- ✓ Citizen of the United States. Include copy of US birth certificate, naturalization paper or current US passport
- ✓ Nebraska resident. Include copy of voter registration card or print out document from Secretary of State website
- ✓ Fingerprinted. See form 147 for further information, read form carefully to avoid delays in processing, this form **MUST** be included with your application
- ✓ 21 years of age or older

Corporation/LLC information

Name of Corporation/LLC: GIPH Restaurants, LLC

Premises information

Liquor License Number: A 56127 Class Type A (if new application leave blank)
Premises Trade Name/DBA: Pizza Hut of McCook
Premises Street Address: 811 N Hwy 83
City: McCook County: Red Willow Zip Code: 69001
Premises Phone Number: 308-345-4150
Premises Email address: kabraham@staabmgt.com

The individual whose name is listed as a corporate officer or managing member as reported on insert form 3a or 3b or listed with the Commission. To see authorized officers or members search your license information here.



SIGNATURE REQUIRED BY CORPORATE OFFICER / MANAGING MEMBER
(Faxed signatures are acceptable)

Manager's information must be completed below PLEASE PRINT CLEARLY

Last Name: Tatro First Name: Greg MI: A

Home Address: 1312 West Koenig

City: Grand Island County: Hall Zip Code: 68801

Home Phone Number: [REDACTED]

Driver's License Number & State: [REDACTED]

Social Security Number: [REDACTED]

Date Of Birth: [REDACTED] Place Of Birth: Ft. Collins, Colorado

Email address: gtatro@staabmgt.com

Are you married? If yes, complete spouse's information (Even if a spousal affidavit has been submitted)

YES

NO

Spouse's information

Spouses Last Name: Tatro First Name: Patricia MI: J

Social Security Number: [REDACTED]

Driver's License Number & State: [REDACTED]

Date Of Birth: [REDACTED] Place Of Birth: Fullerton, NE

APPLICANT & SPOUSE MUST LIST RESIDENCE(S) FOR THE PAST TEN (10) YEARS
APPLICANT SPOUSE

CITY & STATE	YEAR FROM	YEAR TO	CITY & STATE	YEAR FROM	YEAR TO
Grand Island, NE	1985	Present	Grand Island, NE	1984	Present

MANAGER'S LAST TWO EMPLOYERS

YEAR FROM TO		NAME OF EMPLOYER	NAME OF SUPERVISOR	TELEPHONE NUMBER
1995	2005	Pizza Hut	Dave Staab	308-382-1053
2006	Present	Pizza Hut	Dave Staab	308-382-1053

1. READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY.

Must be completed by both applicant and spouse, unless spouse has filed an affidavit of non-participation.

Has anyone who is a party to this application, or their spouse, EVER been convicted of or plead guilty to any charge. Charge means any charge alleging a felony, misdemeanor, violation of a federal or state law; a violation of a local law, ordinance or resolution. List the nature of the charge, where the charge occurred and the year and month of the conviction or plea, include traffic violations. Also list any charges pending at the time of this application. If more than one party, please list charges by each individual's name. Commission must be notified of any arrests and/or convictions that may occur after the date of signing this application.

YES NO

If yes, please explain below or attach a separate page.

Name of Applicant	Date of Conviction (mm/yyyy)	Where Convicted (City & State)	Description of Charge	Disposition

2. Have you or your spouse ever been approved or made application for a liquor license in Nebraska or any other state?

YES NO

IF YES, list the name of the premise(s):

2. Cozad PH, Gotwenberg PH, ^{Minden} ~~Broken Bow~~ Pizza Hut

3. Do you, as a manager, qualify under Nebraska Liquor Control Act (§53-131.01) and do you intend to supervise, in person, the management of the business?

YES NO

4. List the alcohol related training and/or experience (when and where) of the person making application.

*NLCC Training Certificate Issued: On line Name on Certificate: Greg Tatro

Applicant Name	Date (mm/yyyy)	Name of program (attach copy of course completion certificate)
Greg Tatro	2006	Pizza Hut Training
		RECEIVED
		SEP 23 2015
		NEBRASKA LIQUOR CONTROL COMMISSION

*For list of NLCC Certified Training Programs see [training](#)

Experience:

Applicant Name / Job Title	Date of Employment:	Name & Location of Business:
Greg Tatro	2006	Pizza Hut's

5. Have you enclosed form 147 regarding fingerprints?

YES NO

*On file done w/ ezad - minor license
already on file
6/4/2015*

RECEIVED

SEP 28 2016

STATE OF NEBRASKA
DEPARTMENT OF REVENUE

NEBRASKA

LIQUOR CONTROL
COMMISSION

Certified Alcohol Server

Greg Tatro

Identification Number: 1600026547

Date of Issuance: 02/05/2016

Date of Expiration: 01/01/2019



PERSONAL OATH AND CONSENT OF INVESTIGATION

RECEIVED

SEP 22 2016

The above individual(s), being first duly sworn upon oath, deposes and states that the undersigned is the applicant and/or spouse of applicant who makes the above and foregoing application that said application has been read and that the contents thereof and all statements contained therein are true. If any false statement is made in any part of this application, the applicant(s) shall be deemed guilty of perjury and subject to penalties provided by law. (Sec §53-131.01) Nebraska Liquor Control Act.

The undersigned applicant hereby consents to an investigation of his/her background including all records of every kind and description including police records, tax records (State and Federal), and bank or lending institution records, and said applicant and spouse waive any rights or causes of action that said applicant or spouse may have against the Nebraska Liquor Control Commission and any other individual disclosing or releasing said information to the Nebraska Liquor Control Commission. If spouse has NO interest directly or indirectly, a spousal affidavit of non-participation may be attached.

The undersigned understand and acknowledge that any license issued, based on the information submitted in this application, is subject to cancellation if the information contained herein is incomplete, inaccurate, or fraudulent.

Applicant Notification and Record Challenge: Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in FBI identification record. The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.

Greg A. Tatro
Signature of Manager Applicant

Patricia J. Tatro
Signature of Spouse

ACKNOWLEDGEMENT

State of Nebraska
County of Hall

The foregoing instrument was acknowledged before me this

9-15-2016

date

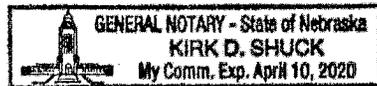
by Greg A. Tatro Patricia J. Tatro

NAME OF PERSON BEING ACKNOWLEDGED

Kirk D. Shuck

Notary Public signature

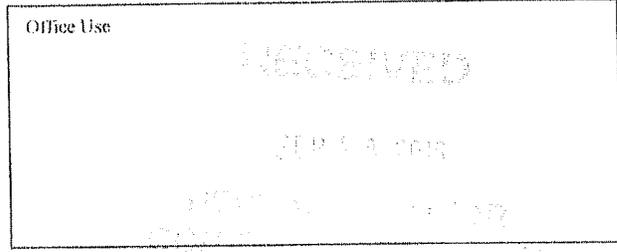
Allix Seal



In compliance with the ADA, this application is available in other formats for persons with disabilities. A ten day advance period is required in writing to produce the alternate format.

**SPOUSAL AFFIDAVIT OF
NON PARTICIPATION INSERT**

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.ne.gov



I acknowledge that I am the spouse of a liquor license holder. My signature below confirms that I will have not have any interest, directly or indirectly in the operation or profit of the business (§53-125(13)) of the Liquor Control Act. I will not tend bar, make sales, serve patrons, stock shelves, write checks, sign invoices or represent myself as the owner or in any way participate in the day to day operations of this business in any capacity. I understand my fingerprint will not be required; however, I am obligated to sign and disclose any information on all applications needed to process this application.

* Patricia J. Tatro
Signature of spouse asking for waiver
(Spouse of individual listed below)

* Patricia J. Tatro
Printed name of spouse asking for waiver

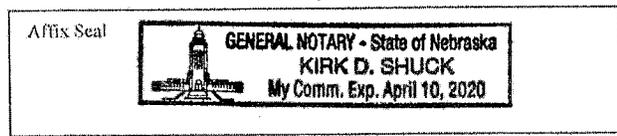
State of Nebraska

County of Hall

9-20-2016
date

Kirk D. Shuck
Notary Public signature

The foregoing instrument was acknowledged before me this
by Patricia J. Tatro
name of person acknowledged



I acknowledge that I am the spouse of the above listed individual. I understand that my spouse and I are responsible for compliance with the conditions set out above. If it is determined that the above individual has violated (§53-125(13)) the Commission may cancel or revoke the liquor license.

* Greg A. Tatro
Signature of individual involved with application
(Spouse of individual listed above)

* Greg A. Tatro
Printed name of applying individual

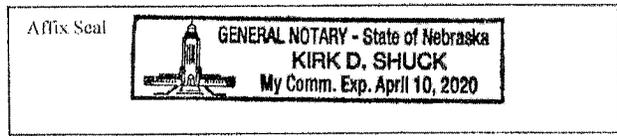
State of Nebraska

County of Hall

9-20-2016
date

Kirk D. Shuck
Notary Public signature

The foregoing instrument was acknowledged before me this
by Greg A. Tatro
name of person acknowledged



In compliance with the ADA, this spousal affidavit of non participation is available in other formats for persons with disabilities. A ten day advance period is requested in writing to produce the alternate format.

RECEIVED AT THE
OFFICE OF THE
DIRECTOR OF THE
BUREAU OF LAND MANAGEMENT
DENVER, COLORADO

RECEIVED AT THE
OFFICE OF THE
DIRECTOR OF THE
BUREAU OF LAND MANAGEMENT
DENVER, COLORADO

RESTRICTED: This information not to be released to other than authorized personnel.

LIQUOR APPLICATION REPORT

POLICE DEPARTMENT REPORT

DATE REQUESTED: October 24, 2016

DUE DATE: October 31, 2016

APPLICANT: GIPH Restaurants, LLC

DBA: Pizza Hut of McCook

APPLICANT'S ADDRESS:

PHONE NUMBER (HOME): (BUSINESS):

PROPOSED LICENSE ADDRESS: 811 North Highway 83

TYPE OF LICENSE: Class "A" - License #56127
(Beer On Sale Only)

TYPE OF INVESTIGATION:

- Purchase of Business
- Upgrade of Existing License
- Expansion of Present Business
- Renewal - Long Form
- New and Additional License
- Transfer of Location
- Manager

TYPE OF BUSINESS:

- Hotel/Motel
- Liquor/On-Off Sale
- Liquor/Off-Sale Only
- Other - Convenience Store
- Restaurant/Food Service
- Liquor/On-Sale Only
- Entertainment/Bottle Club

TYPE OF OWNERSHIP: Corporation Partnership Individual
 Limited Liability Company (LLC)

Investigation Completed by: Kevin Hodgson

Date: 10-26-16

PERSONAL HISTORY – MANAGER:

58. Manager's Name: **Greg A. Tatro**

59. Date of Birth: **02-05-1962**

60. Sex: **M**

61. Home Address: **1312 W. Koenig Grand island, NE**

62. Citizen of the United States? Yes () No

If Naturalized, Certificate Number:

Place:

63. Proper residence has been established? Yes () No

If no, explain:

64. Criminal History – Has manager been arrested and/or pled guilty to any
() misdemeanor? () felony? (If felony, attach detailed description.) **NO**

65. Has manager been cited for and/or found in violation of the Liquor Laws of the State of
Nebraska or other State in which previously licensed?

() Yes () No

66. Has manager had a beneficial interest in another liquor license? Yes () No

If yes, Name, City, Address, Type of License: **Managers hold a license across all the
stores**

67. Records check made (civil history). () Yes () No (attach records)

68. Investigation made of character/reputation of manager, report details of investigation:

NO

69. Number of Hours that will be spent by manager at licensed premises each week:

10/week at the McCook Pizza Hut

70. Number of Hours that will be spent by manager working in occupation other than
licensed premises each week:

10/week – spread across 6 other Pizza Hut stores

**CITY MANAGER'S REPORT
NOVEMBER 7, 2016 CITY COUNCIL MEETING**

ITEM: 3F

Approve the application for a Special Designated Liquor License submitted by the McCook Economic Development Corporation for a mixer to be held at the McCook Municipal Auditorium, 302 West 5th Street, on November 30, 2016 from 1:00 P.M. to 1:00 A.M.

BACKGROUND:

The MEDC and Chamber of Commerce will hosting this event. They are making application to allow them to serve alcohol at this temporary location. Approval of the City Council is required with all applications. Approval of this request is also approving consumption of alcohol in the auditorium.

**FISCAL
IMPACT:** None.

RECOMMENDATION:

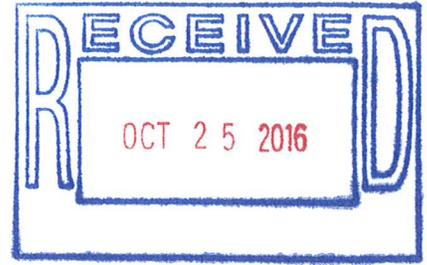
Approve the application for a Special Designated Liquor License submitted by Schmick's Market, Inc., Liquor License #IDK-084561, for a Rotary Dance/Reception to be held at the McCook Municipal Auditorium, 302 West 5th Street, on February 13, 2016 from 4:00 P.M. to 11:59 P.M.

APPROVALS:



Lea Ann Doak, City Clerk

November 3, 2016



October 19, 2016

Mr. Nate Schneider, City Manager

Lea Ann Doak, City Clerk,

McCook City Council

PO Box 1059

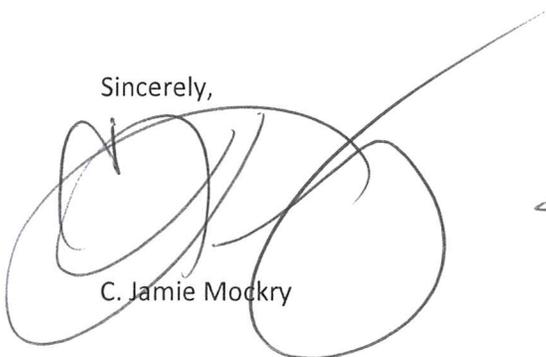
McCook Ne 69001

Dear Nate, Lea Ann, and City Council Members:

Please reserve time on your agenda for the November 7, 2016 meeting to approve a request for a special liquor license to be held at the McCook City Auditorium on November 30, 2016 by the McCook Economic Development Company. We are planning a "Give Back to McCook Charities" Mixer with silent auction. You will note that the license application is attached and is for a period for all day to allow us to stay within our time limits, in case of any unseen circumstances. This also allows us to have time to set up and tear down.

Please find enclosed the paperwork required. If you have any questions please feel free to contact me, Jamie Mockry at 308.345.3200.

Sincerely,



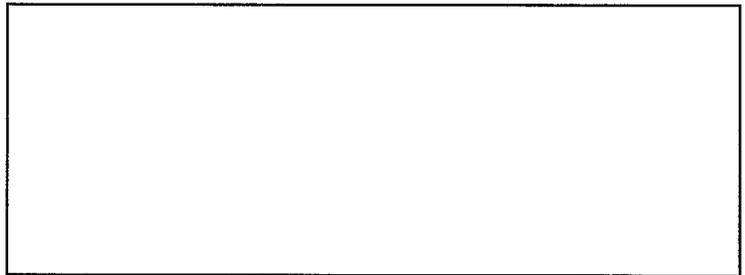
C. Jamie Mockry



Kirk Dixon

APPLICATION FOR SPECIAL DESIGNATED LICENSE

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov/
Email Applications: michelle.porter@nebraska.gov



Special Designated License (SDL) Application Quick Checklist

Requirements:

- Application **MUST** include approval from the local governing body (city, village or county clerk of where the event is to be held). Contact this jurisdiction for further requirements. **EFFECTIVE MAY 1, 2015, applications will no longer be accepted without the local approval attached to the application.**
- Only 501c Non-profit organizations or Retail license holders can apply for a Special Designated License. No SDL will be issued to Retail license holders operating under a Temporary Operating Permit (TOP).
- Include \$40 fee for each day/area. Check is payable to the Nebraska Liquor Control Commission (NLCC). If you have a Catering license, there are no fees required. You may also pay online at PAYPORT
- **Applicant** is responsible for all paperwork and fees being sent to the NLCC office before the 10-day deadline. It is not the responsibility of the local governing body to send the application to the NLCC.
- When requesting alternate date(s) and/or location(s), approval from local governing body must include approval for these alternate date(s) and/or locations(s). If requesting sales on Sunday, attach copy of local ordinance or resolution.
- Application must be received in Nebraska Liquor Control Commission (NLCC) office a **MINIMUM** of ten (10) business days prior to date of event (weekends, holidays & date of event are not included in this count). **NO EXCEPTIONS!** *See the calendar
- When requesting an outdoor area, you must include a box-type diagram of the area to be licensed.
- Non Caterer applicants are only allowed six (6) SDLs per calendar year, this includes consecutive days used on one application (i.e. July 4 – 9 = 6 days).
- Only twelve (12) SDLs will be issued at any specific location that could otherwise hold a liquor license.

Non Profit Application **MUST**:

- Include page five (5) of application showing Federal ID number.
- When requesting an exemption from NLCC rules; i.e. waiver of double fencing, request must be received in (NLCC) office a **MINIMUM** of 30 days prior to the date of the event; waiving double fence must complete Form 140.

APPLICATION FOR SPECIAL DESIGNATED LICENSE

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov/
Email Applications: michelle.porter@nebraska.gov

DO YOU NEED POSTERS? YES NO

NON PROFIT APPLICANTS

(Check one that best applies)

Municipal Political Fine Arts Fraternal Religious Charitable Public Service

LIQUOR LICENSE HOLDERS

Liquor license number and class (i.e. C-055441)

COMPLETE ALL QUESTIONS

1. Type of alcohol to be served and/or consumed: Beer Wine Distilled Spirits

2. Licensee name (last, first,), corporate name or limited liability company (LLC) name
(As it reads on your liquor license)

NAME: McCook Economic Development Corporation

ADDRESS: 402 Norris Suite 301

CITY McCook

ZIP 69001

3. Location where event will be held; name, address, city, county, zip code

BUILDING NAME McCook City Auditorium

ADDRESS: 302 West 5th Street

CITY McCook

ZIP 69001

COUNTY and COUNTY # Red Willow #48

a. Is this location within the city/village limits? YES NO

b. Is this location within the 150' of church, school, hospital or home for aged/indigent or for veterans and/or wives? YES NO

c. Is this location within 300' of any university or college campus? YES NO

4. Date(s) and Time(s) of event (no more than six (6) **consecutive** days on one application) If dates are non-consecutive, please complete a separate application.

Date 11/30/2016	Date	Date	Date	Date	Date
Hours From 1 PM	Hours From	Hours From	Hours From	Hours From	Hours From
To 1AM	To	To	To	To	To

a. Alternate date: _____

b. Alternate location: _____
(Alternate date or location must be specified in local approval)

5. Indicate type of activity to be carried on during event:

Dance Reception Fund Raiser Beer Garden Tasting

Other After Hours Christmas Business Networking/Fe

6. Description of area to be licensed

Inside building, dimensions of area to be covered **IN FEET** 100 x 75
(not square feet or acres)

*Outdoor area dimensions of area to be covered **IN FEET** _____ x _____

***SKETCH OF OUTDOOR AREA (or attach a diagram)**

If outdoor area, how will premises be enclosed?

Fence; snow fence chain link cattle panel

other _____

Tent

7. How many attendees do you expect at event? 200

8. If over 150 attendees. Indicate the steps that will be taken to prevent underage persons from obtaining alcohol beverages. (Attach separate sheet if needed)

Attendees will be adult business men and women.

9. Will premises to be covered by license comply with all Nebraska sanitation laws? YES NO

a. Are there separate toilets for both men and women? YES NO

10. Where will you be purchasing your alcohol? Please mark all that apply.

Wholesaler Retailer Own Product BYO
(wineries/breweries)

Other information: _____

11. Will there be any games of chance operating during the event? YES NO

If so, describe activity _____

NOTE: Only games of chance approved by the Department of Revenue, Charitable Gaming Division are permitted. All other forms of gambling are prohibited by State Law: There are no exceptions for Non Profit Organizations or any events raising funds for a charity. This is only an application for a Special Designated License under the Liquor Control Act and is not a gambling permit application.

12. Any other information or requests for exemptions: _____

13. Name and **telephone number/cell phone number** of immediate **supervisor**. This person will be at the location of the event when it occurs, able to answer any questions from Commission and/or law enforcement before and during the event, and who will be responsible for ensuring that any applicable laws, ordinances, rules and regulations are adhered to. **PLEASE PRINT LEGIBLY**

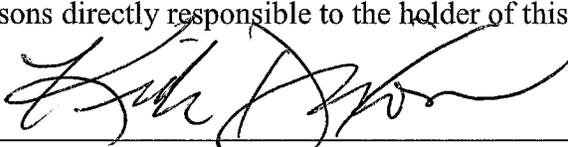
Print name of Event Supervisor C. Jamie Mockry

Signature of Event Supervisor _____

Event Supervisor phone: Before 308.345.3200 During 308.340.6332
Email address director@mccookchamber.org

Consent of Authorized Representative/Applicant

14. I declare that I am the authorized representative of the above named license applicant and that the statements made on this application are true to the best of my knowledge and belief. I also consent to an investigation of my background including all records of every kind including police records. I agree to waive any rights or causes of action against the Nebraska Liquor Control Commission, the Nebraska State Patrol or any other individual releasing said information to the Liquor Control Commission or the Nebraska State Patrol. I further declare that the license applied for will not be used by any other person, group, organization or corporation for profit or not for profit and that the event will be supervised by persons directly responsible to the holder of this Special Designated License.

sign here  Executive Director 10/24/2016
Authorized Representative/Applicant Title Date

Kirk Dixon
Print Name

This individual must be listed on the application as an officer or stockholder unless a letter has been filed appointing an individual as the catering manager allowing them to sign all SDL applications.

The law requires that no special designated license provided for by this section shall be issued by the Commission without the approval of the local governing body. For the purposes of this section, the local governing body shall be the city or village within which the particular place for which the special designated license is requested is located, or if such place is not within the corporate limits of a city or village, then the local governing body shall be the county within which the place for which the special designated license is requested is located.

This page is required to be completed by Non-Profit applicants only.

**Application for Special Designated License
Under Nebraska Liquor Control Act
Affidavit of Non-Profit Status**

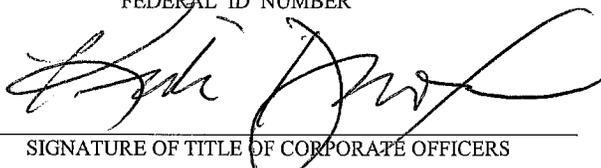
I HEREBY DECLARE THAT THE CORPORATION MAKING APPLICATION FOR A SPECIAL DESIGNATED LICENSE UNDER THE NEBRASKA LIQUOR CONTROL ACT IS EITHER A MUNICIPAL CORPORATION, A FINE ARTS MUSEUM INCORPORATED AS A NONPROFIT CORPORATION, A RELIGIOUS NONPROFIT CORPORATION WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES, A POLITICAL ORGANIZATION WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES, OR ANY OTHER NONPROFIT CORPORATION, THE PURPOSE OF WHICH IS FRATERNAL, CHARITABLE, OR PUBLIC SERVICE AND WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES AS PER §53-124.11(1).

AS SIGNATORY I CONSENT TO THE RELEASE OF ANY DOCUMENTS SUPPORTING THIS DECLARATION AND ANY DOCUMENTS SUPPORTING THIS DECLARATION WILL BE PROVIDED TO THE NEBRASKA LIQUOR CONTROL COMMISSION, THE NEBRASKA STATE PATROL OR ANY AGENT OF THE LIQUOR CONTROL COMMISSION IMMEDIATELY UPON DEMAND. I ALSO CONSENT TO THE INVESTIGATION OF THIS CORPORATE ENTITY TO DETERMINE IT'S NONPROFIT STATUS.

I AGREE TO WAIVE ANY RIGHTS OR CAUSES OF ACTION AGAINST THE NEBRASKA LIQUOR CONTROL COMMISSION, THE NEBRASKA STATE PATROL OR ANY PARTY RELEASING INFORMATION TO THE AFOREMENTIONED PARTIES.

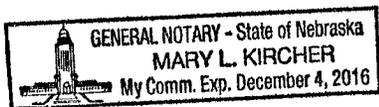
McCook Economic Development Corporation
NAME OF CORPORATION

47-0685662
FEDERAL ID NUMBER


SIGNATURE OF TITLE OF CORPORATE OFFICERS

THE ABOVE INDIVIDUAL STATES THAT THE STATEMENT ABOVE IS TRUE AND CORRECT; IF ANY FALSE STATEMENT IS MADE ON THIS APPLICATION, THE APPLICANT SHALL BE DEEMED GUILTY OF PERJURY AND SUBJECT TO PENALTIES PROVIDED BY LAW. (SEC. §53-131.01) NEBRASKA LIQUOR CONTROL ACT

SUBSCRIBED IN MY PRESENCE AND SWORN TO BEFORE ME THIS 25th DAY OF October 2016.




NOTARY PUBLIC SIGNATURE & SEAL

**Daniel D. Miller, CPA
422 Norris Avenue
McCook, NE 69001-2004
308-345-2933**

October 23, 2015

CONFIDENTIAL

McCook Economic Development Corp
402 Norris Avenue, Suite 301
McCook, NE 69001

Dear Board of Directors:

We have prepared the following returns from information provided by you without verification or audit.

Return of Organization Exempt From Income Tax (Form 990)

We suggest that you examine these returns carefully to fully acquaint yourself with all items contained therein to ensure that there are no omissions or misstatements. Attached are instructions for signing and filing each return. Please follow those instructions carefully.

Enclosed is any material you furnished for use in preparing the returns. If the returns are examined, requests may be made for supporting documentation. Therefore, we recommend that you retain all pertinent records for at least seven years.

In order that we may properly advise you of tax considerations, please keep us informed of any significant changes in your financial affairs or of any correspondence received from taxing authorities.

If you have any questions, or if we can be of assistance in any way, please call.

Sincerely,

Daniel D. Miller, CPA

Forms 990 / 990-EZ Return Summary

For calendar year 2014, or tax year beginning _____, and ending _____

McCook Economic Development Corp

47-0685662

Net Asset / Fund Balance at Beginning of Year		<u>3,677,851</u>
Revenue		
Contributions	<u>192,438</u>	
Program service revenue	<u>261,063</u>	
Investment income	<u>30</u>	
Capital gain / loss	<u>163,227</u>	
Fundraising / Gaming:		
Gross revenue	_____	
Direct expenses	_____	
Net income		
Other income	<u>-140,304</u>	
Total revenue		<u>476,454</u>
Expenses		
Program services	<u>204,828</u>	
Management and general	<u>194,535</u>	
Fundraising	_____	
Total expenses		<u>399,363</u>
Excess / (deficit)		<u>77,091</u>
Changes		_____
Net Asset / Fund Balance at End of Year		<u>3,754,942</u>

Reconciliation of Revenue

Total revenue per financial statements	<u>693,265</u>
Less:	
Unrealized gains	_____
Donated services	_____
Recoveries	_____
Other	_____
Plus:	
Investment expenses	_____
Other	_____
Total revenue per return	<u>476,454</u>

Reconciliation of Expenses

Total expenses per financial statements	<u>616,174</u>
Less:	
Donated services	_____
Prior year adjustments	_____
Losses	_____
Other	_____
Plus:	
Investment expenses	_____
Other	_____
Total expenses per return	<u>399,363</u>

Balance Sheet

	Beginning	Ending	Differences
Assets	<u>4,673,989</u>	<u>4,526,121</u>	
Liabilities	<u>996,138</u>	<u>771,179</u>	
Net assets	<u>3,677,851</u>	<u>3,754,942</u>	<u>77,091</u>

Miscellaneous Information

Amended return _____
 Return / extended due date 11/16/15
 Failure to file penalty _____

**CITY MANAGER'S REPORT
NOVEMBER 7, 2016 CITY COUNCIL MEETING**

ITEM: 3G

Approve the application for a Special Designated Liquor License submitted by Loop Brewing Company, LLC, Liquor License #LK-93351, for a local business Christmas party to be held at the McCook Municipal Auditorium, 302 West 5th Street, on December 2, 2016 from 6:00 P.M. to 1:00 A.M.

BACKGROUND:

Loop's will be catering this event. They are making application to allow them to serve alcohol at this temporary location. Approval of the City Council is required with all applications. Approval of this request is also approving consumption of alcohol in the auditorium.

**FISCAL
IMPACT:** None.

RECOMMENDATION:

Approve the application for a Special Designated Liquor License submitted by Loop Brewing Company, LLC, Liquor License #LK-93351, for a local business Christmas party to be held at the McCook Municipal Auditorium, 302 West 5th Street, on December 2, 2016 from 6:00 P.M. to 1:00 A.M.

APPROVALS:

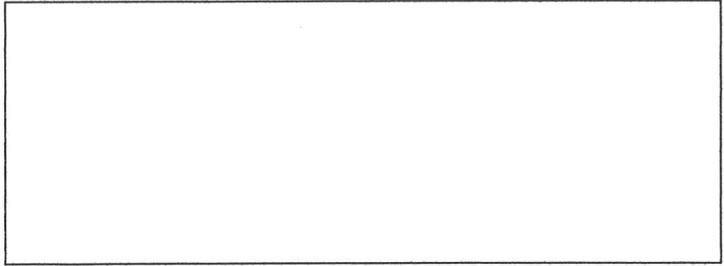


Lea Ann Doak, City Clerk

November 3, 2016

APPLICATION FOR SPECIAL DESIGNATED LICENSE

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov/
Email Applications: michelle.porter@nebraska.gov



Special Designated License (SDL) Application Quick Checklist

Requirements:

- Application **MUST** include approval from the local governing body (city, village or county clerk of where the event is to be held). Contact this jurisdiction for further requirements. **EFFECTIVE MAY 1, 2015, applications will no longer be accepted without the local approval attached to the application.**
- Only 501c Non-profit organizations or Retail license holders can apply for a Special Designated License. No SDL will be issued to Retail license holders operating under a Temporary Operating Permit (TOP).
- Include \$40 fee for each day/area. Check is payable to the Nebraska Liquor Control Commission (NLCC). If you have a Catering license, there are no fees required. You may also pay online at [PAYPORT](#)
- **Applicant** is responsible for all paperwork and fees being sent to the NLCC office before the 10-day deadline. It is not the responsibility of the local governing body to send the application to the NLCC.
- When requesting alternate date(s) and/or location(s), approval from local governing body must include approval for these alternate date(s) and/or locations(s). If requesting sales on Sunday, attach copy of local ordinance or resolution.
- Application must be received in Nebraska Liquor Control Commission (NLCC) office a **MINIMUM** of ten (10) business days prior to date of event (weekends, holidays & date of event are not included in this count). **NO EXCEPTIONS!** *See the [calendar](#)
- When requesting an outdoor area, you must include a box-type diagram of the area to be licensed.
- Non Caterer applicants are only allowed six (6) SDLs per calendar year, this includes consecutive days used on one application (i.e. July 4 – 9 = 6 days).
- Only twelve (12) SDLs will be issued at any specific location that could otherwise hold a liquor license.

Non Profit Application **MUST**:

- Include page five (5) of application showing Federal ID number.
- When requesting an exemption from NLCC rules; i.e. waiver of double fencing, request must be received in (NLCC) office a **MINIMUM** of 30 days prior to the date of the event; waiving double fence must complete Form 140.

APPLICATION FOR SPECIAL DESIGNATED LICENSE

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov/
Email Applications: michelle.porter@nebraska.gov

DO YOU NEED POSTERS? YES NO

NON PROFIT APPLICANTS

(Check one that best applies)

Municipal Political Fine Arts Fraternal Religious Charitable Public Service

LIQUOR LICENSE HOLDERS

Liquor license number and class (i.e. C-055441)

LK-93351

COMPLETE ALL QUESTIONS

1. Type of alcohol to be served and/or consumed: Beer Wine Distilled Spirits

2. Licensee name (last, first,), corporate name or limited liability company (LLC) name
(As it reads on your liquor license)

NAME: Loop Brewing Company LLC

ADDRESS: 404 West A Street

CITY McCook

ZIP 69001

3. Location where event will be held; name, address, city, county, zip code

BUILDING NAME McCook City Auditorium

ADDRESS: 302 West 5th

CITY McCook

ZIP 69001

COUNTY and COUNTY # Red Willow #48

a. Is this location within the city/village limits?

YES NO

b. Is this location within the 150' of church, school, hospital or home for aged/indigent or for veterans and/or wives?

YES NO

c. Is this location within 300' of any university or college campus?

YES NO

4. Date(s) and Time(s) of event (no more than six (6) **consecutive** days on one application) If dates are non-consecutive, please complete a separate application.

Date Dec 2 2016	Date	Date	Date	Date	Date
Hours From 6pm	Hours From	Hours From	Hours From	Hours From	Hours From
To 1am	To	To	To	To	To

a. Alternate date: _____

b. Alternate location: _____
(Alternate date or location must be specified in local approval)

5. Indicate type of activity to be carried on during event:

Dance Reception Fund Raiser Beer Garden Tasting

Other Christmas Party For local business

6. Description of area to be licensed

Inside building, dimensions of area to be covered **IN FEET** 100 x 80
(not square feet or acres)

*Outdoor area dimensions of area to be covered **IN FEET** _____ x _____

***SKETCH OF OUTDOOR AREA (or attach a diagram)**

If outdoor area, how will premises be enclosed?

Fence; snow fence chain link cattle panel

other _____

Tent

7. How many attendees do you expect at event? 100

8. If over 150 attendees. Indicate the steps that will be taken to prevent underage persons from obtaining alcohol beverages. (Attach separate sheet if needed)

9. Will premises to be covered by license comply with all Nebraska sanitation laws? YES NO

a. Are there separate toilets for both men and women? YES NO

10. Where will you be purchasing your alcohol? Please mark all that apply.

Wholesaler Retailer Own Product BYO
(wineries/breweries)

Other information: _____

11. Will there be any games of chance operating during the event? YES NO

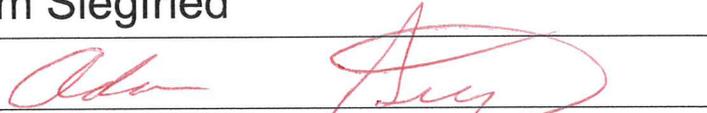
If so, describe activity _____

NOTE: Only games of chance approved by the Department of Revenue, Charitable Gaming Division are permitted. All other forms of gambling are prohibited by State Law: There are no exceptions for Non Profit Organizations or any events raising funds for a charity. This is only an application for a Special Designated License under the Liquor Control Act and is not a gambling permit application.

12. Any other information or requests for exemptions: _____

13. Name and telephone number/cell phone number of immediate supervisor. This person will be at the location of the event when it occurs, able to answer any questions from Commission and/or law enforcement before and during the event, and who will be responsible for ensuring that any applicable laws, ordinances, rules and regulations are adhered to. PLEASE PRINT LEGIBLY

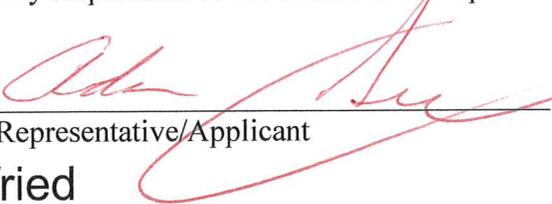
Print name of Event Supervisor Adam Siegfried

Signature of Event Supervisor 

Event Supervisor phone: Before 308-340-2400 During 308-340-2400
Email address loopbrewingcompany@yahoo.com

Consent of Authorized Representative/Applicant

14. I declare that I am the authorized representative of the above named license applicant and that the statements made on this application are true to the best of my knowledge and belief. I also consent to an investigation of my background including all records of every kind including police records. I agree to waive any rights or causes of action against the Nebraska Liquor Control Commission, the Nebraska State Patrol or any other individual releasing said information to the Liquor Control Commission or the Nebraska State Patrol. I further declare that the license applied for will not be used by any other person, group, organization or corporation for profit or not for profit and that the event will be supervised by persons directly responsible to the holder of this Special Designated License.

sign here  Owner 11/01/16
Authorized Representative/Applicant Title Date

Adam Siegfried
Print Name

This individual must be listed on the application as an officer or stockholder unless a letter has been filed appointing an individual as the catering manager allowing them to sign all SDL applications.

The law requires that no special designated license provided for by this section shall be issued by the Commission without the approval of the local governing body. For the purposes of this section, the local governing body shall be the city or village within which the particular place for which the special designated license is requested is located, or if such place is not within the corporate limits of a city or village, then the local governing body shall be the county within which the place for which the special designated license is requested is located.

This page is required to be completed by Non-Profit applicants only.

**Application for Special Designated License
Under Nebraska Liquor Control Act
Affidavit of Non-Profit Status**

I HEREBY DECLARE THAT THE CORPORATION MAKING APPLICATION FOR A SPECIAL DESIGNATED LICENSE UNDER THE NEBRASKA LIQUOR CONTROL ACT IS EITHER A MUNICIPAL CORPORATION, A FINE ARTS MUSEUM INCORPORATED AS A NONPROFIT CORPORATION, A RELIGIOUS NONPROFIT CORPORATION WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES, A POLITICAL ORGANIZATION WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES, OR ANY OTHER NONPROFIT CORPORATION, THE PURPOSE OF WHICH IS FRATERNAL, CHARITABLE, OR PUBLIC SERVICE AND WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES AS PER §53-124.11(1).

AS SIGNATORY I CONSENT TO THE RELEASE OF ANY DOCUMENTS SUPPORTING THIS DECLARATION AND ANY DOCUMENTS SUPPORTING THIS DECLARATION WILL BE PROVIDED TO THE NEBRASKA LIQUOR CONTROL COMMISSION, THE NEBRASKA STATE PATROL OR ANY AGENT OF THE LIQUOR CONTROL COMMISSION IMMEDIATELY UPON DEMAND. I ALSO CONSENT TO THE INVESTIGATION OF THIS CORPORATE ENTITY TO DETERMINE IT'S NONPROFIT STATUS.

I AGREE TO WAIVE ANY RIGHTS OR CAUSES OF ACTION AGAINST THE NEBRASKA LIQUOR CONTROL COMMISSION, THE NEBRASKA STATE PATROL OR ANY PARTY RELEASING INFORMATION TO THE AFOREMENTIONED PARTIES.

NAME OF CORPORATION

FEDERAL ID NUMBER

SIGNATURE OF TITLE OF CORPORATE OFFICERS

THE ABOVE INDIVIDUAL STATES THAT THE STATEMENT ABOVE IS TRUE AND CORRECT: IF ANY FALSE STATEMENT IS MADE ON THIS APPLICATION, THE APPLICANT SHALL BE DEEMED GUILTY OF PERJURY AND SUBJECT TO PENALTIES PROVIDED BY LAW. (SEC. §53-131.01) NEBRASKA LIQUOR CONTROL ACT

SUBSCRIBED IN MY PRESENCE AND SWORN TO BEFORE ME THIS _____ DAY OF

NOTARY PUBLIC SIGNATURE & SEAL

**CITY MANAGER'S REPORT
NOVEMBER 7, 2016 CITY COUNCIL MEETING**

ITEM: 3H

RECOMMENDATION:

Approve the application for a Special Designated Liquor License submitted by Loop Brewery, Liquor License #IK-093351, for a local business Christmas party to be held at the Graff Event Center, 1205 East 3rd Street, on December 17, 2016, from 5:00 P.M. to 1:00 A.M.

BACKGROUND:

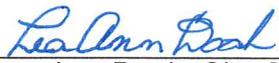
Loop's will be catering this event at Graff Event Center. They are making application to allow them to serve alcohol at this temporary location. Approval of the City Council is required with all applications.

**FISCAL
IMPACT:** None.

RECOMMENDATION:

Approve the application for a Special Designated Liquor License submitted by Loop Brewery, Liquor License #IK-093351, for a local business Christmas party to be held at the Graff Event Center, 1205 East 3rd Street, on December 17, 2016, from 5:00 P.M. to 1:00 A.M.

APPROVALS:

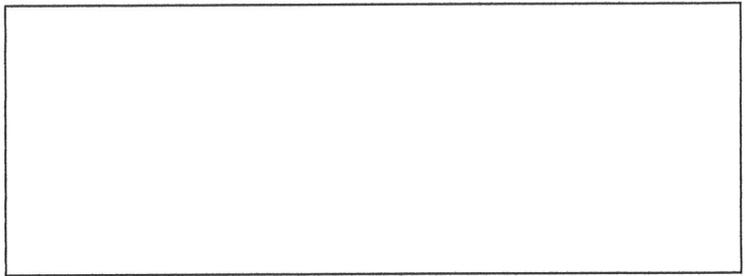


Lea Ann Doak, City Clerk

November 3, 2016

APPLICATION FOR SPECIAL DESIGNATED LICENSE

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov/
Email Applications: michelle.porter@nebraska.gov



Special Designated License (SDL) Application Quick Checklist

Requirements:

- Application **MUST** include approval from the local governing body (city, village or county clerk of where the event is to be held). Contact this jurisdiction for further requirements. **EFFECTIVE MAY 1, 2015, applications will no longer be accepted without the local approval attached to the application.**
- Only 501c Non-profit organizations or Retail license holders can apply for a Special Designated License. No SDL will be issued to Retail license holders operating under a Temporary Operating Permit (TOP).
- Include \$40 fee for each day/area. Check is payable to the Nebraska Liquor Control Commission (NLCC). If you have a Catering license, there are no fees required. You may also pay online at [PAYPORT](#)
- **Applicant** is responsible for all paperwork and fees being sent to the NLCC office before the 10-day deadline. It is not the responsibility of the local governing body to send the application to the NLCC.
- When requesting alternate date(s) and/or location(s), approval from local governing body must include approval for these alternate date(s) and/or locations(s). If requesting sales on Sunday, attach copy of local ordinance or resolution.
- Application must be received in Nebraska Liquor Control Commission (NLCC) office a **MINIMUM** of ten (10) business days prior to date of event (weekends, holidays & date of event are not included in this count). **NO EXCEPTIONS!** *See the [calendar](#)
- When requesting an outdoor area, you must include a box-type diagram of the area to be licensed.
- Non Caterer applicants are only allowed six (6) SDLs per calendar year, this includes consecutive days used on one application (i.e. July 4 – 9 = 6 days).
- Only twelve (12) SDLs will be issued at any specific location that could otherwise hold a liquor license.

Non Profit Application **MUST**:

- Include page five (5) of application showing Federal ID number.
- When requesting an exemption from NLCC rules; i.e. waiver of double fencing, request must be received in (NLCC) office a **MINIMUM** of 30 days prior to the date of the event; waiving double fence must complete Form 140.

APPLICATION FOR SPECIAL DESIGNATED LICENSE

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov/
Email Applications: michelle.porter@nebraska.gov

DO YOU NEED POSTERS? YES NO

NON PROFIT APPLICANTS

(Check one that best applies)

Municipal Political Fine Arts Fraternal Religious Charitable Public Service

LIQUOR LICENSE HOLDERS

Liquor license number and class (i.e. C-055441)

LK-93351

COMPLETE ALL QUESTIONS

1. Type of alcohol to be served and/or consumed: Beer Wine Distilled Spirits

2. Licensee name (last, first,), corporate name or limited liability company (LLC) name
(As it reads on your liquor license)

NAME: Loop Brewing Company LLC

ADDRESS: 404 West A Street

CITY McCook

ZIP 69001

3. Location where event will be held; name, address, city, county, zip code

BUILDING NAME Graff Event Center

ADDRESS: 1205 East 3rd St

CITY McCook

ZIP 69001

COUNTY and COUNTY # Red Willow #48

a. Is this location within the city/village limits?

YES NO

b. Is this location within the 150' of church, school, hospital or home for aged/indigent or for veterans and/or wives?

YES NO

c. Is this location within 300' of any university or college campus?

YES NO

4. Date(s) and Time(s) of event (no more than six (6) **consecutive** days on one application) If dates are non-consecutive, please complete a separate application.

Date 12/17/2016	Date	Date	Date	Date	Date
Hours From 5 PM	Hours From	Hours From	Hours From	Hours From	Hours From
To 1 AM	To	To	To	To	To

a. Alternate date: _____

b. Alternate location: _____
(Alternate date or location must be specified in local approval)

5. Indicate type of activity to be carried on during event:

Dance Reception Fund Raiser Beer Garden Tasting

Other Christmas party for local business

6. Description of area to be licensed

Inside building, dimensions of area to be covered **IN FEET** 100 x 100
(not square feet or acres)

*Outdoor area dimensions of area to be covered **IN FEET** _____ x _____

***SKETCH OF OUTDOOR AREA (or attach a diagram)**

If outdoor area, how will premises be enclosed?

Fence; snow fence chain link cattle panel

other _____

Tent

7. How many attendees do you expect at event? 250

8. If over 150 attendees. Indicate the steps that will be taken to prevent underage persons from obtaining alcohol beverages. (Attach separate sheet if needed)

We will be carding everyone attempting to purchase alcoholic beverages. Also, we will have distinctively different cups for alcoholic beverages than non-alcoholic beverages.

9. Will premises to be covered by license comply with all Nebraska sanitation laws? YES NO

a. Are there separate toilets for both men and women? YES NO

10. Where will you be purchasing your alcohol? Please mark all that apply.

Wholesaler Retailer Own Product BYO
(wineries/breweries)

Other information: _____

11. Will there be any games of chance operating during the event? YES NO

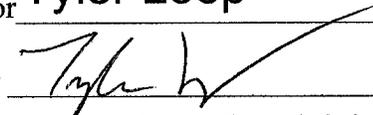
If so, describe activity _____

NOTE: Only games of chance approved by the Department of Revenue, Charitable Gaming Division are permitted. All other forms of gambling are prohibited by State Law: There are no exceptions for Non Profit Organizations or any events raising funds for a charity. This is only an application for a Special Designated License under the Liquor Control Act and is not a gambling permit application.

12. Any other information or requests for exemptions: _____

13. Name and telephone number/cell phone number of immediate supervisor. This person will be at the location of the event when it occurs, able to answer any questions from Commission and/or law enforcement before and during the event, and who will be responsible for ensuring that any applicable laws, ordinances, rules and regulations are adhered to. PLEASE PRINT LEGIBLY

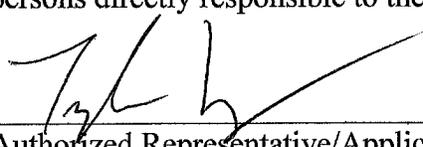
Print name of Event Supervisor Tyler Loop

Signature of Event Supervisor 

Event Supervisor phone: Before 308-737-9921 During 308-737-9921
Email address loopbrewingcompany@yahoo.com

Consent of Authorized Representative/Applicant

14. I declare that I am the authorized representative of the above named license applicant and that the statements made on this application are true to the best of my knowledge and belief. I also consent to an investigation of my background including all records of every kind including police records. I agree to waive any rights or causes of action against the Nebraska Liquor Control Commission, the Nebraska State Patrol or any other individual releasing said information to the Liquor Control Commission or the Nebraska State Patrol. I further declare that the license applied for will not be used by any other person, group, organization or corporation for profit or not for profit and that the event will be supervised by persons directly responsible to the holder of this Special Designated License.

sign here  _____
Authorized Representative/Applicant Owner Title 11/01/16 Date

Tyler Loop
Print Name

This individual must be listed on the application as an officer or stockholder unless a letter has been filed appointing an individual as the catering manager allowing them to sign all SDL applications.

The law requires that no special designated license provided for by this section shall be issued by the Commission without the approval of the local governing body. For the purposes of this section, the local governing body shall be the city or village within which the particular place for which the special designated license is requested is located, or if such place is not within the corporate limits of a city or village, then the local governing body shall be the county within which the place for which the special designated license is requested is located.

CITY MANAGER'S REPORT
NOVEMBER 7, 2016 CITY COUNCIL MEETING

ITEM: 31

RECOMMENDATION:

Receive the minutes of the April 13, 2016 Library Advisory Board meeting.

BACKGROUND:

Receive minutes from the various board and commission meetings.

FISCAL

IMPACT: None.

RECOMMENDATION:

Receive the minutes of the April 13, 2016 Library Advisory Board meeting.

APPROVALS:



Lea Ann Doak, City Clerk

November 3, 2016

McCook Public Library Advisory Board Meeting Agenda

April 13, 2016 at 4:00 PM CDT

A copy of the Open Meetings Act is posted by the white board on the west wall of the meeting room in the library basement.

1. **Call to order / attendance:** Board members present were Steve Batty, Sharon Bohling, Nancy Buresh, Pam Wolford, and Jody Crocker
2. **Opportunity for Comments from the Public:** No members of the public were present.
3. **Read and Approve March 2016 meeting minutes:** A motion was made by Sharon Bohling to approve the minutes as read. A second came from Pam with approval of the minutes by a 4-0 vote.
4. **Open discussion from board members on items not on the agenda:** Nancy shared that she had been stopped and questioned about reading newspapers in the library by a patron who claimed he lived outside the city limits and refused to pay \$10 a year to come in to read newspapers. Jody reminded members that there is no fee to read any print media within the library walls. Only if patrons want to use computers or check out books is a yearly fee assessed. The fee covers the entire family for a year. Nancy will contact the patron to advise him of library policies.
5. **Director's Report and update on upcoming activities:** 1.) On April 14, the library staff will have hosted the "1000 Books by Kindergarten" celebration to honor children who've been involved. 2.) Jody is finished with travels for "Make and Takes". She had contact with approximately 95 librarians across the state. 3.) Game Days on Tuesdays for 4th and 5th graders have been going well. These will continue through the last Tuesday in April. 4.) Teen Advisory Board (TAB) will meet for the last time next week. They are 6-8 graders and the activities have averaged 20-25 kids attending. Some of these students will volunteer to help with the summer reading activities. 5.) On April 5, Buffalo Commons combined with the library in hosting a poetry night. The featured presenters were Jenny Odenbach plus high school students Stephen Hoffman and Rachel Jones. Approximately 20-25 persons attended and were treated to poetry read by members plus treats prepared by the library staff. 6.) National Library Week is in progress with featured activities and treats offered each day. 7.) Children's Book Week is in May and a week's worth of activities are being scheduled. 8.) Buffalo Commons Story Telling Festival will be using the library for their scheduled offerings. 9.) The summer reading program runs from June 7- July 31. The ladies are busy preparing the art materials and prizes involved with the program. 10.) The \$8600 grant from the Nebraska State Library Commission to purchase the Pioneer Circulation system is being perused and approved by the city staff. Jody is weeding books to cut costs. 11.) A donation of sheet music owned by Marie Coffey has been donated to our library. At present, Jody is hoping to make the music available for check out or copy purposes for patrons. It has not been catalog so is not available for check out at the current time.
6. **Unfinished Business:** None
7. **New Business:** Board members reviewed and made suggestions on the libraries policy documents. Jody and Sharon will be making suggested corrections for approval at the next regular Board meeting.
8. **Set date for next meeting:** The next meeting will be Wednesday, October 12, 2016 at 4 PM.
9. **Meeting adjournment:** The meeting was adjourned at 4:32 PM.

Pamela K. Holford
Secretary

10-12-16
Date of Approval

**CITY MANAGER'S REPORT
NOVEMBER 07, 2016 CITY COUNCIL MEETING**

ITEM: 3J

RECOMMENDATION:

APPROVE AND AUTHORIZE THE MAYOR TO SIGN A PROFESSIONAL ENGINEERING AGREEMENT WITH MILLER & ASSOCIATES, CONSULTING ENGINEERS, P.C., FOR THE DESIGN AND CONSTRUCTION INSPECTION OF A NEW WATER MAIN ON SOUTH 8TH STREET.

BACKGROUND

Staff is requesting council to enter into an agreement with Miller & Associates to design, oversee the bidding process and construction phase for the replacement of approximately 1,000 feet of water main on South 8th street from South St to South 3rd and west on South 3rd to South 9th (marked in red on the map on page 2).

Since 2005 the Water Department has been working on a phased plan to replace the aged and under sized water mains in South McCook. Work has been completed in several areas which are shown in blue on the map on page 2.

First Addition South McCook which is the area east of Highway 83 and south of South Street is plagued with leaks and low flow. Other than the new main on South 9th Street this area is served with older 3 and 4 inch cast iron main that is losing it integrity from the outside in as shown by the photos below



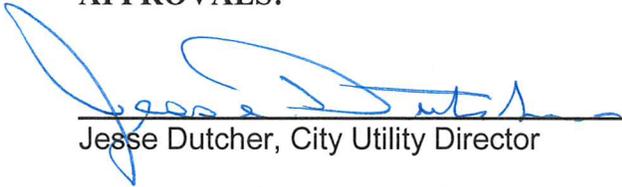
The South 8th project was approved in the 2016-2017 Water Department Capital Budget. The Miller Agreement is the first step in completing this phase of the South McCook Water Main Replacement.

FISCAL IMPACT: NONE, 2016/2017 Budget, 70-053-56030 Other Improvements, Replace Water Main South 8th St. (funded by user fees)

RECOMMENDATION:

APPROVE AND AUTHORIZE THE MAYOR TO SIGN A PROFESSIONAL ENGINEERING AGREEMENT WITH MILLER & ASSOCIATES, CONSULTING ENGINEERS, P.C., FOR THE DESIGN AND CONSTRUCTION INSPECTION OF A NEW WATER MAIN ON SOUTH 8TH STREET

APPROVALS:



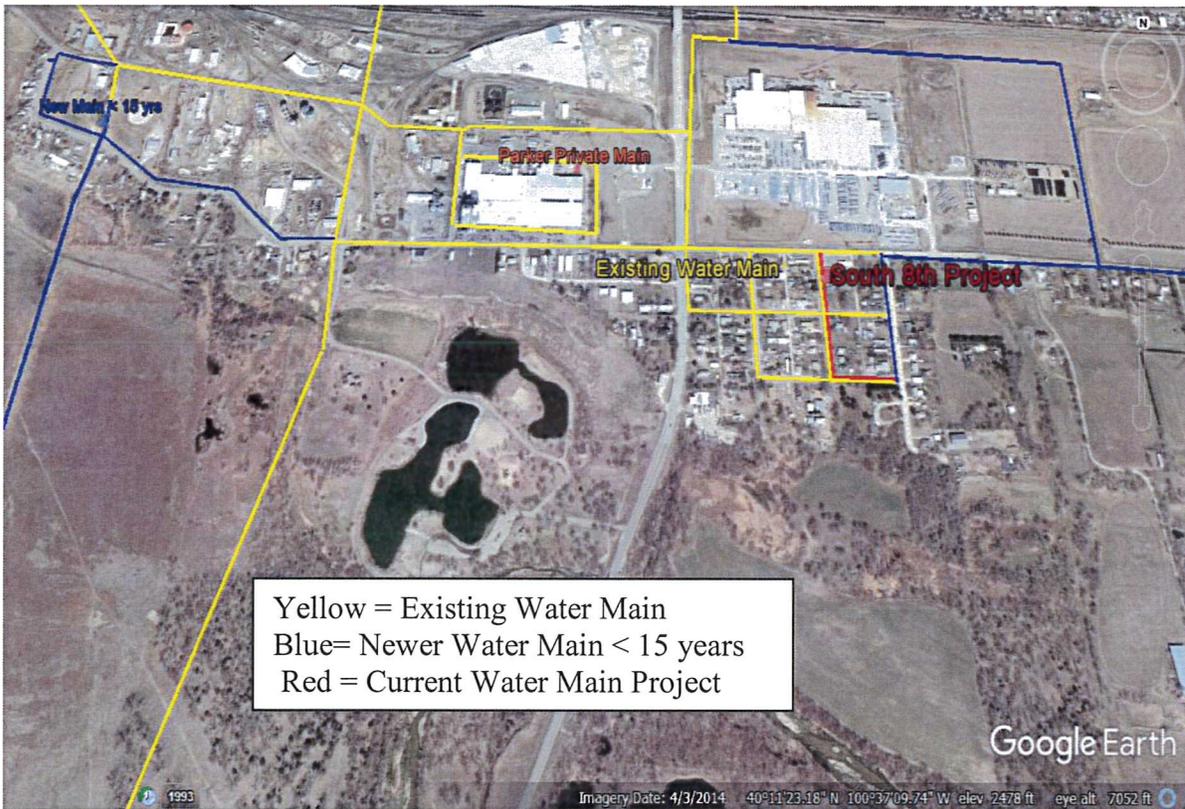
Jesse Dutcher, City Utility Director

Date: 10-28-16



Nate Schneider, City Manager

Date: 10-28-16



An Agreement for the Provision of Limited Professional Services

Design Professional Firm: MILLER & ASSOCIATES,
CONSULTING ENGINEERS, P.C.
109 East 2nd Street
McCook, NE 69001
(hereinafter called ENGINEER)

Client: CITY OF MCCOOK
P.O. Box 1059
302 West 5th
McCook, NE 69001
(hereinafter called CLIENT)

Date: October 19, 2016

Project No. 200-C1-020

Project Name/Location: South 8th Street Water Main Improvements

Scope/Intent and Extent of Services: Whereas, the CLIENT desires to employ the ENGINEER to complete drawings, specifications and contract documents for replacement of existing water main with approximately 1,150 lineal feet of new 6" diameter PVC water main, with water main connections, and service reconnections including new service line and meter pits on South 8th Street from South Street to South 3rd Street and then east on South 3rd Street to South 9th Street.

Fee Arrangement: A lump sum design fee of \$10,200 will be invoiced for field survey, drafting, design, and preparation of bidding documents. Construction observation services will be invoiced on an hourly basis not to exceed \$7,600.

Special Conditions: See attached Exhibit A.

Prepared by: David K. Blau, Project Manager

Offered by:

Accepted by:

David K. Blau 10/19/2016
signature date

signature date

David K. Blau, P. E.
printed name/title

Mike Gonzales, Mayor
printed name/title

Miller & Associates,
Consulting Engineers, P.C.
name of design professional firm

City of McCook
name of client

The Terms and Conditions on the following page are a part of this Agreement

Terms and Conditions

The ENGINEER shall perform the services outlined in this agreement for the stated fee arrangement.

Access To Site:

Unless otherwise stated, the ENGINEER will have access to the site for activities necessary for the performance of the services. The ENGINEER will take precautions to minimize damages due to these activities, but the cost of restoration of any resulting damage has not been included in the fee.

Billing/Payment:

Invoices for the ENGINEER's services shall be submitted, at the ENGINEER's option, either between completion of such services or on a monthly basis, but not later than 90 days after the issuance of the substantial completion. Invoices shall be payable within 30 days after the invoice date. If the invoice is not paid within 30 days, the ENGINEER may, without waiving any claim or right against the CLIENT, and without liability whatsoever to the CLIENT, terminate the performance of the service. Retainers shall be credited on the final invoice.

Late Payments:

Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% (or the legal rate) on the then unpaid balance. In the event any portion or all of an account remains unpaid 90 days after the billing, the CLIENT shall pay all costs of collection, including reasonable attorney's fees.

Certifications:

Guarantees and Warranties: The ENGINEER shall not be required to execute any document that would result in its certifying, guaranteeing or warranting the existence of conditions whose existence the ENGINEER cannot ascertain.

Termination of Services:

This agreement may be terminated by the CLIENT or the ENGINEER should either, fail to perform its obligations hereunder. In the event of termination, the CLIENT shall pay the ENGINEER for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

Ownership of Documents:

All documents produced by the ENGINEER under this agreement shall remain property of the ENGINEER and the CLIENT and may not be used by the CLIENT for any other endeavor without the written consent of the ENGINEER.

FURTHER DESCRIPTION OF BASIC ENGINEERING SERVICES AND RELATED MATTERS

This is an exhibit attached to and made a part of the Agreement for the Provision of Limited Professional Services made on October 10, 2016, between CITY OF McCOOK, P.O. Box 1059, 302 West 5th Street, McCook, Neb 69001 (CLIENT) and MILLER & ASSOCIATES, CONSULTING ENGINEERS, P.C., 109 East 2nd Street, McCook, NE 69001 (ENGINEER) providing for professional engineering services. The Basic Services of ENGINEER as described in said Agreement are amended or supplemented as indicated below.

A. SCOPE OF THE PROJECT AND FEES

1. *Design Phase* - Provide drawings and specifications for a Lump Sum Fee of \$10,200.
 - a) Field Survey for design
 - b) Generate necessary contract documents and specifications for procuring bids
 - c) Provide Engineer's Opinion of Probable Construction Cost
 - d) Assist CLIENT in selecting lowest responsible bidder

2. *Construction Phase* - The following are included and shall be provided by the ENGINEER at an hourly not to exceed fee of \$7,600:
 - a) Construction Observation
 - b) Preparation of As-Recorded Drawings which shall include one 24" x 36" distribution map updated with the South 8th Street Water Main Improvements.
 - c) Preparation of Certificate of Completions for City

B. BASIS OF PAYMENT

Whereas, the CLIENT desires to employ the ENGINEER to complete drawings, specifications and bidding documents to construct water main improvements.

For additional services as outlined Item 2, the CLIENT will pay the ENGINEER on an hourly basis for services performed not to exceed fee of \$7,600 for 4-weeks of construction observation services. These services will be charged on the basis of the following hourly fees:

Employee Classification	Rate
Principal and Engineer	\$95.00/hour
Survey Crew	\$90.00/hour
Senior Technician	\$65.00/hour
Technician	\$50.50/hour
Resident Project Representative	\$49.50/hour
CAD Drafterperson & Computer	\$50.00/hour
Clerical	\$30.00/hour
Mileage	\$0.50/mile

**CITY MANAGER'S REPORT
NOVEMBER 7, 2016 CITY COUNCIL MEETING**

ITEM: **3K**

Receive and file the claims for the month of October 2016 as published November 7, 2016.

BACKGROUND:

Claims are presented to the Council and published each month as outline in the City Code of Ordinances.

Staff is always available to address any questions that the Council may have regarding a specific claim.

**FISCAL
IMPACT:** None.

RECOMMENDATION:

Receive and file the claims for the month of October 2016 as published November 7, 2016.

APPROVALS:



Lea Ann Doak, City Clerk

November 3, 2016

CITY OF MCCOOK
CLAIMS FOR OCTOBER, 2016
ABBREVIATIONS FOR LEGALS: PS - PERSONAL SERVICES; S- SUPPLIES; SC -
SERVICES & CHARGES; CO - CAPITAL OUTLAY; BT - BUDGET TRANSFERS

20/20 TECH-SC 1599.00; AMAZON-S 341.65; AMERICAN AG LAB-SC 539.03; AMERICAN
ELEC-S 422.07; AMETEK TECH & IND-CO 27897.21; ARROW CAR WASH-S 53.33; BAKER
& TAYLOR-S 173.97; BARSKA-S 71.98; BETTER HOMES & GARDENS-S 107.77; BIRCH
COMM-SC 2928.01; BISHOP BUSINESS-SC 300.00; BLACK HILLS CORP-S 2369.02;
BURKEY, T-S 25.00; BW TELCOM-SC 124.56; BOUTIQUE-SC 49.00; BUSINESS MGT
DAILY-SC 197.00; C&K-S 54.47; CAMBRIDGE TELE-SC 259.00; CARDIAC LIFE-SC 167.70;
CARQUEST-S 1038.04; CASH WA-S 5377.37; CENTER POINT-S 140.22; CENTRAL
HYDRAULIC-S 1930.00; CENTURY LINK-SC 894.19; CHI HEALTH-SC 300.00; CHIEF
MOTEL-SC 65.00; CHIEF SUPPLY-S 138.99; CHILDREN'S HOSPITAL-SC 350.00; CITY OF
GRAND ISLAND-SC 4987.35; CITY HEALTH INS-SC 120,000.00; CITY OF MCCOOK-PS
303078.46; CITY OF MC TRAVEL-SC 247.09; CITY UTILITIES 12282.64; CIVICPLUS-SC
4558.05; CONSOLIDATED MGMT-SC 42.34; CORNHUSKER-SC 127.25; CRAWFORD
SUPPLY-S 49.10; CREATIVE PRODUCT SOURCING-S 898.26; CROCKER, T-SC 111.24; D&L
PEST-SC 251.00; D&S-S 260.09; DELTA AIR-SC 50.00; EBAY-S 109.49; DEVENY-S 57.26;
DAIBETIC LIVING-S 10.00; DIAMOND LAKE BOOKS-S 442.04; DOUBLE D-S 567.00;
DOYLE AUTO-SC 62.95; DUELAND, M-S 32.50; EAKES-S 530.77; EMS-SC 4260.26; ETS
CORP-SC 387.13; FARRELL'S-SC 5000.00; FASTENAL-S 29.18; FICA-PS 15242.49; FIGGINS
CONST-CO 45890.46; FIREGUARD-S 263.25; FIRST CENTRAL BANK-CO 15258.97; FIVE
POINTS BANK-SC 1515.69; FYR-TEK-CO 370.40; GALE GRP-S 422.83; GEO-COMM-SC
3510.00; GERHOLD-S 291.74; GOLDEN WEST IND SUPPLY-S 353.73; GOOGLE*SVCS-SC
281.79; GPM-S 278.15; GREAT PLAINS COMM-SC 357.48; HARPHAM, M-SC 106.97;
HARTWELL, D-S 500.00; HASLER-S 1000.00; HASTINGS COLLEGE-S 15.00; HENNING
BROS LEASING-SC 59.00;HERITAGE SR CTR-SC 65.00; HIGH PLAINS RADIO-SC 50.00;
HOLIDAY INN-SC 263.85; HUGES MACH-S 1195.61; ICOMPASS TECH-SC 2835.00; IDEAL
LINEN-S 141.90; IIMC-SC 100.00; IMAGE TREND-SC 2137.50; INFRARED SYSTEMS-S
110.00; J BAR J-SC 35820.97; JOHN HANCOCK-PS 20052.37; JOHNSTONE-S 160.48; K&C-S
3299.76; KENZ & LESLIE-S 61.40; KILDARE-S 148.27; KLEINS-S 39.45; KOHL'S-S 297.13;

LAKESIDE SAND & GRAVEL-CO 12021.60; LASERFICHE-SC 100.00; LEADERSHIP CTR-SC 173.60; LONM-SC 1936.00; LIFE ASSIST-S 884.98; LINCOLN CO-SC 20.85; LONGNECKER JEWELRY-SC 5000.00; LYNN PEAVEY-SC 160.50; MC GAZETTE-SC 986.00; MEDC-SC 26823.58; MC HUMANE SOCIETY-SC 3716.90; MPPD-SC 1555.42; MC TOY BOX-SC 200.00; MCCOOKNET-SC 406.60; MEDICAL SUPPLY CORNER-S 115.98; MEDICARE-PS 4194.93; MEDLINE IND-S 40.82; METCALF, R-S 500.00; MICROMARKETING-S 1439.83; MID AM PAY PHONES-SC 40.00; MEDAMERICA BOOKS-S 104.70; MIDLANDS TOX-SC 35.00; MW CONNECT-SC 43.00; MW LABS-SC 246.42; MOUSEL LAW-SC 793.00; MUNICIPAL SUPP-S 1043.92; MUTUAL OF OMAHA-SC 1532.32; NE DEPT OF LABOR-S 1685.00; NE DEPT OF REVENUE-SC 28120.11; NE MUNICIPAL CLERKS ASSN-SC 70.00; NE SAFETY & FIRE-S 323.00; NE HISTORICAL SOC-SC 40.00; NE MUNICIPAL FIRE CHIEFS ASSN-SC 50.00; NE SALT & GRAIN-S 1560.38; NEFF, T-SC 500.00; NICK'S DIST-S 403.01; NP TELEGRAPH-S 192.40; NPPD-SC 46289.44; O'REILLY-S 292.22; ON THE SPOT SVC-S 160.96; ONE CALL CONCEPTS-SC 101.46; ORIENTAL TRADING-SC 256.62; ORSCHELN-S 183.53; PLAINS EQUIP GRP-S 241.91; PLATTE VALLEY COMM-S 310.00; POLICE CHIEFS ASSN-SC 50.00; POLICE OFFICERS ASSN-136.00; PRAIRIE WIND-SC 59.99; QUILL-S 718.46; RAMADA-SC 94.40; RDJ SPECIALTIES-S 400.85; RW COURT-SC 17.00; RENNER, S-S 545.00; RW WESTERN RURAL FIRE-SC 18.00; SAMWAY'S-S 998.00; SCHAMEL'S-S 27.36; SCHOENEMANN, M-SC 500.00; SIEGFRIED, B-SC 211.99; SILVER CREEK TECH-SC 3081.48; SIS, M-SC 1800.00; SLATEN, J-S 500.00; SMITH, S-S 500.00; SOLID WASTE ASSN-SC 212.00; SW NE PUBLIC HEALTH DEPT-SC 1535.00; SWANSON SIGN-SC 140.00; TASER INT'L-S 151.09; TASTE OF HOME-S 162.88; THOMPSON CO-S 4072.22; TITAN-S 295.48; TJ'S FUN CTR-SC 315.00; TRI AIR TESTING-SC 172.00; TREE REBATES-S 321.99; TYLER TECH-SC 566.80; ULINE-S 2456.04; U-SAVE PHARM-S 113.71; UMR-SC 107304.10; USPS-SC 1275.09; UTILITY REFUNDS-SC 560.61; VK ELECTRONICS-SC 85.00; VOLZ-S 50.76; W DESIGN-SC 14607.81; WPCI-SC 45.00; WAGNER CHEVY-S 69.95; WAGNER FORD-S 74.15; WALMART-S 2028.86; WALTER PLUMBING-S 374.43; WEATHERCRAFT CO-S 164.00; WEBB BODY SHOP-SC 6480.19; WEIS FIRE-S 148.40; WESTERN TIRE-S 239.50; YAGER, S-S 500.00, SC 45.00; ZOLL-S 1262.25, SC 1190.00.

-s- Lea Ann Doak
City Clerk

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