

CITY OF HASTINGS, NEBRASKA
MINUTES OF CITY COUNCIL WORKSESSION
Monday, June 21, 2021

Pursuant to due call and notice thereof, a Worksession of the City Council of the City of Hastings, Nebraska was conducted at the Hastings Public Library, 314 North Denver Avenue, on June 21, 2021.

The meeting was called to order at 5:30 p.m. in Worksession by President Ginny Skutnik with the following members present: Matt Fong, Shawn Hartmann, Chuck Rosenberg, Joy Huffaker, Butch Eley, Ted Schroeder, Jeniffer Beahm, and Mayor Corey Stutte. Absent: None.

The following City Officials were present: City Administrator, David Ptak; City Attorney, Clint Schukei; City Clerk, Kimberly Jacobitz; Police Chief, Adam Story; Finance Director, Roger Nash; Utility Manager, Kevin Johnson; Information Technology Director, Erik Nielsen; Human Resource Director, Lori Hartman; Environmental Engineering, Marty Stange; Fire Chief, Brad Starling; Development Services Director, Lisa Parnell-Rowe.

Council President Skutnik led the group in recital of the Pledge of Allegiance to the United States of America.

Moved by Butch Eley seconded by Ted Schroeder to adopt current agenda for June 21, 2021 Worksession Agenda. Roll Call: Ayes: Matt Fong, Shawn Hartmann, Chuck Rosenberg, Joy Huffaker, Butch Eley, Ted Schroeder, Ginny Skutnik, Jennifer Beahm. Nays: None. Absent: None. The motion carried.

PUBLIC NOTICE - Official Notice of the Worksession was published in the Hastings Tribune on Friday, June 18, 2021. Pursuant to Nebraska Revised Statute Section 84-1412, the public is advised that a copy of today's agenda and all reproducible written material which will be discussed at today's meeting is available. Also, a current copy of the Nebraska Open Meetings Act is posted and accessible to members of the public.

DISCUSSION ITEMS

1. Discussion of American Rescue Plan Act (ARPA) funding - Michele Bever, Executive Director of South Heartland District Health Department.

Michele Bever, Executive Director of South Heartland District Health Department (SHDHD), was unable to attend.

President Skutnik reported that Federal Guidelines have not been received.

Dave Ptak received an email from the League of Nebraska Municipalities stating documentation necessary for us to submit to receive the first half of our allocation was sent out. Roger Nash has reviewed the documentation and Clint Schukei is in the process of reviewing. Mayor Stutte will need to sign and return those by July 2nd. The money is available within the state to be distributed. How this money can be used is a matter of budgeting. We are in the process of preparing next fiscal year's budget. If Michele Bever wants a portion of the money for SHDHD, it will need to be included in the budget. If we want to further discuss this item, we could table it to the next worksession.

Moved by Matt Fong seconded by Butch Eley to table this item to the next worksession.
Roll Call: Ayes: Matt Fong, Shawn Hartmann, Chuck Rosenberg, Joy Huffaker, Butch Eley, Ted Schroeder, Ginny Skutnik, Jeniffer Beahm. Nays: None. Absent: None. The motion carried.

2. Discussion of expenditure not to exceed \$200,000 for temporary move of City Hall employees to the North Denver Station (NDS) of the Hastings Utility Department.

Dave Ptak reported a lot has changed since this was on the agenda June 7, 2021. We have introduced negative pressure to the basement at city hall. Radon that was over twenty-five in the tunnel area, is now less than one. We are below the mitigation standard, as long as we continue the negative air. We have tested for asbestos and none was detected in city hall. We had mold tested today, but do not know the results yet. Those were the main issues with keeping employees at city hall. This is a temporary fix. It does not address security or other issues that we would have to address. We intend to test city hall periodically. We were looking at September for a move, but IT has some updates to share. We are going to do one construction project at NDS, and that is to install a door in the northwest corner, where the Development Services will be temporarily located when we move. Pending the results of the mold test, it is Dave's recommendation, if the results come back with the same type of results as the asbestos, temporarily there is no reason for us to move at this time. The need to expend any of the money originally asked for, may now be moot. We can either wait and see, or move back into city hall for meetings. There is no guarantee that temporary abatement of these things will continue. We are heading into the humid time of summer. We are looking at the possibility of having the HVAC system set so it can be active based upon the humidity in the building. The important part is keeping it dry. We started some cleanup of files from the basement. Those are things we can deal with. Hopefully in July, the architects and engineers will have numbers for us to make a decision on what we want to do. If the decision is to fix city hall, it cannot be done with all the employees in it, so we will have to move at some point in time. Until we know what the costs are and the council is comfortable making a decision with that, it seems senseless to look at a move at this point and time. Especially since the timeline will be kicked back a few months with the availability of IT items.

Marty Stange reported on the roof leaks and repairs. We have a thirty-five year old roof, that had a twenty year useful life. When dealing with asbestos and mold, if it is too dry asbestos becomes airborne. We need about 60% humidity. We will try to manage the air. There is a possibility to put a heater inside duct work to help dry the air, if it gets too humid. This is a band-aid. Asbestos is in the ceiling, on the floor, in the ducts, and in the carpet. We are cleaning and moving boxes, but cannot handle file cabinets. Dave Ptak stated we are working to scan and reduce paper. Ginny Skutnik asked if we can we get a part-time employee to help scan. Erik Nielsen stated we need to expand servers to accommodate the amount of electronic storage we would need to back up large numbers of scanned documents.

Marty reported that we can limp along a few months with the negative pressure. He also stated there is visible mold in vents, ductwork, bathrooms, and windowsills. Those areas are being tested and we are waiting on results. We will need to clean the mold, or keep it dry. Butch asked if there is one point of contact on maintenance or a policy to make sure asbestos does not get disturbed? Dave asked how deep in the weeds do we get? At what point in time is city hall safe enough for employees to feel safe? Dave feels that based upon what he has seen from tests, the only wild card out there is mold. He is comfortable with the radon and the asbestos situations. Mold is the issue and drying out as best we can and cleaning what mold is the most needed to be cleaned is what we need to do. Some we can clean ourselves and some we will need help. One cost for mold in the main floor restroom ranges from \$3-\$8,000. This building had many moisture problems over the years. We don't want to spend money and result in lost cost.

Erik Nielsen reported the network equipment was getting lined up for the move. He received notice of delays due to electronics coming from overseas. We don't have enough ports in our switches. We placed the order and the estimated arrival is November. There are probably departments that feel uneasy about staying in city hall. President Skutnik asked why employees cannot login virtually at North Denver Station (NDS)? Erik stated the wireless is limited.

Councilmember Rosenberg asked why we did not get a local contractor to look at the facility. Dave explained that contractors build things, and they build off of plans from architects and engineers. Cannon Moss Brygger (CMB) has done work for the city in the past. It is a professional service and is not required to be bid. CMB is familiar with our operation, and have been through NDS and city hall. A structural engineer took a look at city hall. This is a matter of how we use our resources in doing what we need. Mayor Stutte stated we need to take into account cost and longevity of the buildings and make data driven decisions. We need to use data on safety issues for employees, from asbestos, mold, and beyond. We want to listen to employees and Department Heads. Dave Ptak mentioned the wild card is security, which has been put on the back burner.

Councilmember Eley asked if we need an emergency plan on what to do if city hall is involved in a catastrophe? Erik stated we are designing that concept into our network system. Corey stated that we need to prepare our network, and there will be a price tag for that. Councilmember Rosenberg asked if we should move our meetings back to city hall? Marty has asked employees to identify files we want to keep. The plan is now not to move things from the basement to the chambers. Dave Ptak believes that we should move back to city hall for meetings. Kevin Johnson stated that we can move and store things in the NDS basement. Marty expects a week to ten days to get results for the mold. Dave stated we could move meetings back to city hall in July. This is a temporary fix and we will continue to test air quality.

Department Heads were given the opportunity to speak on the move from City Hall. Concerns were voiced about waiting on the mold test results to make a decision about moving meetings back to city hall, building security, ADA compliance, and issues accessing files in the basement. Mayor Stutte suggested that we wait until the mold test data comes back before we make a decision on where to meet.

3. Discussion of purchasing ordinance.

Dave Ptak stated that we determined a purchasing agent was not needed. We amended the ordinance to remove the purchasing agent language. We will have this ordinance on next Monday's agenda for approval. Who can sign contracts on behalf of the city is asked a lot to the city attorney. We need a delegation of authority, so it will be done in ordinance form. This would tell us who has the authority to sign contracts on behalf of the city, or if something is budgeted through a department.

We can purchase off the state contract or joint public agency without going out for bid. We do not have to go out for bids for professional services, such as legal representation, accounting, architects, or engineers. If we are assessing something (e.g. water, sewer, streets) we are required to bid, if the engineer's estimate of cost is greater than \$30,000. The other state requirement on bidding relates to an electric utility and that is based upon how much revenue the utilities has, which would be \$120,000. Anything else bid is only bid because our City Council has a formal requirement to do so. Section 7-110 states the difference between when something should be bid, and whether it was open market or in the budget. Dave Ptak stated if surplus stock is usable, we offer it to other city departments. If it is not usable to others, the law requires us to dispose of it in a commercially reasonable manner. To sell real estate, city property must go through an ordinance approved by the council and there is a 30 day remonstrance.

4. Discussion of restricting trucks on portions of city streets.

President Skutnik reported that semi-trucks are cutting through the gas station parking lot at Hwy 6 and Baltimore to drive through the residential area. Residential streets are not designed for trucks. Councilmember Hartmann asked why the large semis are avoiding the bypass and going through town. The bypass needs better signage. Councilmember Beahm commented that residential should not be a cut-through for non-local truck traffic. If people park on both sides of residential streets, there is barely enough room for vehicles to go through. Streets are not designed for heavy industrial traffic, so damage is done to streets. We need

more education on the bypass option. Clint Schukei recommended to choose residential streets that are being abused and sign the limits. We can make exceptions going from 'Point A' to 'Point B'. If not doing business within residential, trucks should stay on the truck route. Mayor Stutte requested that Lisa Parnell-Rowe send council a classification map with locations labeled of collector and arterial streets. The council handout explains avoiding traffic control devices, but is hard to enforce because there is some intent. The second section does not have to have intent, you just have to go on another's property. If you read 'f', property owners or tenants select enforcement of their property. We need to address this problem, at least while construction is going on in Hastings. State Statute 60-681 was discussed. Dave stated that he would reach out to Wes Wahlgren, State District IV Engineer, to get signage for the bypass.

Moved by Shawn Hartmann seconded by Jeniffer Beahm there being no further business to adjourn at 7:00 P.M. Roll Call: Ayes: Matt Fong, Shawn Hartmann, Chuck Rosenberg, Joy Huffaker, Butch Eley, Ted Schroeder, Ginny Skutnik, Jeniffer Beahm. Nays: None. Absent: None. The motion carried.