



SPRINGFIELD

NEBRASKA

CITY COUNCIL AGENDA

Tuesday, January 20, 2026, at 7:00 p.m.
Springfield City Hall
170 North 3rd Street

CALL TO ORDER

- Public announcement that a copy of the Nebraska Open Meetings Law is posted in the entry to the meeting room
- Roll call
- Pledge of Allegiance

CONSENT AGENDA

All consent agenda items are approved in one motion unless removed by a Council Member. Removed items will be placed under the Regular Agenda for consideration and action by the Council.

1. Approve Minutes of the January 6, 2026, Council Meeting
2. Approve Claims
3. Approve Treasurer's Report

REGULAR AGENDA

1. Consider approval of SCCWWA Growth Management Plan Boundary Adjustment Request Application for Lots 1-94 and Outlots A-G, Springview
2. Consider approval of SCCWWA Growth Management Plan Boundary Adjustment Request Application for Lots 1-4 and Outlots A-D, Springfield Industrial as well as the entire SC-7 Subbasin
3. Discuss pickleball at the Community Building
4. Consider approval of **Resolution 2026-3** amending Section 303 Vacation Benefits of the Employee Handbook
5. Consider approval of **Resolution 2026-4** amending Kathleen Gottsch's employment contract
6. Discuss Kathleen Gottsch's, City Administrator/Treasurer, annual review and consider a proposed merit increase

DEPARTMENT REPORTS

1. Water & Sewer Department – Mike Neitzel
2. Library & Community Building – Michael Herzog
3. Parks Department – Kacie Murtha
4. Street Department – Dan Craney
5. Mayor’s Report – Bob Roseland
6. City Staff Reports

The Mayor and City Council reserve the right to adjourn into executive session per Section 84-1410 of the Nebraska Revised Statutes.

ADJOURNMENT

MINUTES

A regular meeting of the Mayor and Council of the City of Springfield, Nebraska was held at 7:00 p.m. on Tuesday, January 20, 2026, at City Hall. Present were Mayor Bob Roseland; Council Members: Mike Neitzel, Michael Herzog, Kacie Murtha, Dan Craney. Notice of this meeting was given in advance by posting in three public places, one of the designated methods of giving notice. Notice of this meeting was given in advance to the Mayor and all Council Members and a copy of their receipt of notice is attached to these Minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the public. The Mayor publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held.

Consent Agenda

Motion by Herzog, seconded by Neitzel, to approve the Consent Agenda. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Check #	Account ID	Account Description	Name	Debit Amount
General				
50637	7480-10-10	Janitorial-Gen	BSC Janitorial	360.00
50644	7200-10-10	Dues-Gen	Southeast Area Clerks Association	10.00
EFTPS	7270-10-10	Insurance-Gen	Nebraska Assigned Risk Pool	337.11
			Total	707.11
Sales Tax				
50639	9176-15-10	Soccer Fields-City Sales Tax	Confluence, Inc	14,853.75
			Total	14,853.75

Library				
EFTPS	7270-20-10	Insurance-Lib	Nebraska Assigned Risk Pool	177.35
			Total	177.35
Park				
EFTPS	7270-30-10	Insurance-Park	USI Insurance Services LLC	15.50
EFTPS	7270-30-10	Insurance-Park	Nebraska Assigned Risk Pool	458.89
			Total	474.39
Soccer Complex				
EFTPS	7270-35-10	Insurance-Soccer	USI Insurance Services LLC	15.50
EFTPS	7270-35-10	Insurance-Soccer	Nebraska Assigned Risk Pool	458.89
			Total	474.39
Community Building				
EFTPS	7270-40-10	Insurance-Community Bldg	Nebraska Assigned Risk Pool	164.17
			Total	164.17
Water				
50640	8140-50-20	R&M Equipment-Water	Grainger	1,030.61
50641	7200-50-20	Dues-Water	Nebraska Rural Water Association	200.00
50642	7330-50-20	Telephone-Water	Nebraska Technology & Telecommunication	270.41
50645	7330-50-20	Telephone-Water	Verizon Wireless	48.64
50645	9155-50-20	GIS-Water	Verizon Wireless	6.68
EFTPS	7270-50-20	Insurance-Water	Nebraska Assigned Risk Pool	247.41
			Total	1,803.75
Sewer				
50643	7083-60-30	SCCWWA User Fees-Sewer	Sarpy County & Cities Wastewater Agency	30,512.50
50645	7330-60-30	Telephone-Sewer	Verizon Wireless	8.63
50645	9155-60-30	GIS-Sewer	Verizon Wireless	6.67
EFTPS	7270-60-30	Insurance-Sewer	Nebraska Assigned Risk Pool	484.22
			Total	31,012.02
Street				
50638	8140-70-40	R&M Equipment-Street	K & H Truck & Trailer Repair	282.83
50642	7330-70-40	Telephone-Street	Nebraska Technology & Telecommunication	97.90
50645	7330-70-40	Telephone-Street	Verizon Wireless	8.64
50645	9155-70-40	GIS-Street	Verizon Wireless	6.67
EFTPS	7270-70-40	Insurance-Street	Nebraska Assigned Risk Pool	257.23
			Total	653.27
			Grand Total	50,320.20

The City Treasurer reported a balance on hand of \$10,552,655.81 in cash assets; Cash Assets General Checking Sweep, \$28.96; Prestige Treasury, \$213,420.22; Prestige Bond, \$1,298,246.62; Keno Community Betterment, \$532,367.80; Keno Progressive Jackpot, \$50,221.90; Water Deposit Savings, \$4,293.13; Refundable Deposits Savings, \$1,253.39; Water Tower Savings, \$429,996.39; Sewer Restricted, \$430,309.07; Water Capital Facilities Fees, \$184,020.94; Sewer Capital Facilities Fees,

\$1,217,901.77; City Sales Tax, \$6,628,064.78; City Sales Tax-Sweep, \$43,963,347.81; Money Market Library Bricks, \$990.98; Government Securities, \$125,768.79; Library Savings-Estate Donation, \$1,668.28; Pinnacle Bank-ASIP, \$2,759,312.01; Time Certificates as follows: Bond, \$86,333.60; Tower, \$64,946.92; Water, \$139,594.59; Library Restricted, \$35,156.78; Cash Receipts, \$4,670,896.79; Cash Disbursements, \$356,428.79.

Regular Agenda

Agenda Item 1. Kathleen Gottsch, City Administrator, stated that on October 21, 2025, the City Council approved a rezone for Lots 1-94 and Outlots A-G, Springview to R-50 Residential, contingent upon final plat approval. She further noted that 11.2 acres of the development are currently within SCCWWA's Urban Development Zone, while the remaining 27.26 acres are located in the Urban Reserve Zone. The GMP Boundary Adjustment Request Application, if approved, would place the entire parcel in the Urban Development Zone. Motion by Neitzel, seconded by Murtha, to approve the SCCWWA Growth Management Plan Boundary Adjustment Request Application for Lots 1-94 and Outlots A-G, Springview. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Agenda Item 2. Gottsch stated that on December 2, 2025, the City Council approved a rezone of Lots 1-4 and Outlots A-D, Springfield Industrial to LI Light Industrial, contingent upon final plat approval. She further noted that approximately 11 acres of the northeast corner of the property lies within SCCWWA's Phase 1A service area and Urban Development Zone, while the remaining 67.49 acres are located in the Long Term/ Future Service Area and Urban Reserve Zone. The developer is proposing to extend the localized outfall sewer through Lot 1, Southern Sarpy Acres which is consistent with the general location of SCCWWA's "Future" Master Plan Infrastructure which would support the entire SC-7 subbasin. The developer would request reimbursement from SCCWWA for that portion of agency infrastructure the developer is pioneering. Reimbursement would be in the form of connection fees paid by developer to SCCWWA and from future SCCWWA connection fees paid by future developments in the SC-7 subbasin. Herzog asked if every new development would need to go through this application process. Gottsch said it depends on whether or not the property, or a portion of the property, is located in either the Urban Reserve Zone or future phase of agency infrastructure. Motion by Murtha, seconded by Herzog, to approve the SCCWWA Growth Management Plan Boundary Adjustment Request Application for Lots 1-4 and Outlots A-D, Springfield Industrial and the entire SC-7 Subbasin. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Agenda Item 3. Council would like to open the Community Building by assigned code two days a week for pickleball use. Bill Seidler, City Attorney, recommends the agreement be labeled "Facility Use Agreement, Liability Waiver and Release." Seidler expressed concern with unattended pickleball play and how the city will monitor the use and operation of the building. Craney suggested adding cameras to help monitor activities. Herzog added that he would like to see cameras throughout the entire building including stairwells. Mayor Roseland noted that we should reach out to our insurance carrier. Gottsch stated that she has reached out to the city's commercial insurance carrier regarding this topic but has not received a response yet.

Herzog left the meeting at 7:23 p.m.

Neitzel inquired about walkers also using the building. He suggested walkers use the building Monday through Thursday from 7:00 am – 12:00 pm and pickleball players can use it on Tuesdays and Thursdays from 12:00 pm to 8:00 pm.

Herzog returned to the meeting at 7:25 p.m.

Jeff Kallhoff, 12904 North Shore Drive, Springfield, asked who was responsible for setting up the net. Gottsch stated that city staff would be responsible for setting up and taking down the net on open play days. Staff proposed starting pickleball on March 1, 2026. Council directed staff to put together a plan with the items discussed and present it at a future city council meeting for consideration.

Agenda Item 4. Gottsch reviewed changes to Section 303 Vacation Benefits of the Employee Handbook including (1) granting three days of vacation for a regular full-time and regular part-time employees to use between months 6-12 of employment, (2) providing four weeks of vacation after ten years of service, and (3) allowing employees to carry over up to 40 hours of vacation annually. Neitzel recommended that additional changes be added to include (1) providing two weeks of vacation after one year of service instead of just one week and (2) providing five weeks of vacation after fifteen years of service.

Council Member Neitzel introduced **Resolution 2026-3** and moved its adoption with his recommended changes to provide two weeks of vacation after one year of service and to provide five weeks of vacation after fifteen years of service. Council Member Murtha seconded the forgoing motion and on roll call on the passage and adoption of said resolution, the following voted AYE: Neitzel, Herzog, Murtha, Craney. The following voted NAY: None. Whereupon the Mayor declared said motion carried and said resolution passed and adopted. A true, correct and complete copy of said resolution is as follows.

RESOLUTION 2026-3

BE IT RESOLVED by the Mayor and City Council of the City of Springfield, Nebraska as follows:

WHEREAS, the City of Springfield reserves the right to establish and update personnel policies and procedures which are within their legal authority; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Springfield, Sarpy County, Nebraska, that the City of Springfield Employee Handbook Section 303 entitled “Vacation Benefits” shall be amended to read as follows:

303 Vacation Benefits

Vacation time off with pay is available to eligible employees to provide opportunities for rest, relaxation and personal pursuits. Employees in the following employment classification(s) are eligible to earn and use vacation time as described in this policy:

- * Regular full-time employees
- * Regular part-time employees

The amount of paid vacation time employees receive each year increases with the length of their employment as outlined below:

- Upon completion of 6 months of eligible service and the required probationary period, employees are entitled to 3 days of paid vacation to be used between months 6 and 12 of initial employment.
- After 1 year of eligible service, employees are entitled to 2 weeks of paid vacation per year.
- After 5 years of eligible service, employees are entitled to 3 weeks of paid vacation per year.
- After 10 years of eligible service, employees are entitled to 4 weeks of paid vacation per year.
- After 15 years of eligible service, employees are entitled to 5 weeks of paid vacation per year.

The length of eligible service is calculated on the basis of a "benefit year." This is the 12-month period that begins when the employee starts to earn vacation time. An employee's benefit year may be extended for any significant leave of absence except military leave of absence. Military leave has no effect on this calculation. (See individual leave of absence policies for more information.)

Upon entering an eligible employment classification, employees begin accruing paid vacation time in accordance with the established schedule. With the exception of the three (3) days available for use between months six (6) and twelve (12) of initial employment, accrued vacation time is available for use in the year following its accrual.

Paid vacation time can be used in minimum increments of thirty (30) minutes. To take vacation, employees should request advance approval from their supervisors. Requests will be reviewed based on a number of factors, including business needs and staffing requirements.

Vacation time off is paid at the employee's base pay rate at the time of vacation. It does not include overtime or any special forms of compensation.

As stated above, employees are encouraged to use available paid vacation time for rest, relaxation and personal pursuits. Employees may carry over up to 40 hours of unused vacation time each year. Any vacation time remaining beyond this limit at the end of the benefit year will be forfeited.

Upon termination of employment, employees will be paid for unused vacation time that has been earned through the last day of work.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Mayor and the City Council of the City of Springfield, Sarpy County, Nebraska, that the City of Springfield Employee Handbook Section 307 entitled "Sick Leave Benefits" shall take effect immediately.

Introduced and passed this 20th day of January 2026.

City Council Member Neitzel moved the adoption of said resolution.

City Council Member Murtha seconded the motion.

Record of Vote:

Ayes: Neitzel, Herzog, Murtha, Craney

Nays: None

Abstain: None
Absent: None

Resolution adopted, signed and billed as adopted.

Approved: Robert Roseland, Mayor
SEAL
Attest: Barbara Henninger, City Clerk

Agenda Item 5 & 6. Motion by Herzog, seconded by Neitzel, to move agenda item 5, regarding Resolution 2026-4 amending Kathleen Gottsch, City Administrator/Treasurer, employment contract, and agenda item 6, regarding Kathleen Gottsch, City Administrator/Treasurer, annual review and proposed merit increase, into executive session. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Department Reports

Agenda Item 1. Neitzel noted that Heath Shemek, Water/Sewer Operator, informed him that we still don't have a meter update as we are still waiting on the software upgrade to Neptune 360 from the vendor. Neitzel noted that he plans to work with Jody Baughman, Utility Billing Clerk, on the meter replacement list once the new software is installed.

Agenda Item 2. Herzog reported that the community building will be adding a pickleball and cameras to the facility. The library winter programs are moving along. There will be an open house on January 22, 2026, from 6:30 pm to 7:30 pm to discuss the Library Master Plan and future expansion.

Agenda Item 3. Murtha reported that Tyler Holdorf, Parks Director, has concerns about the new electronic sign enclosure location. He is worried that during the fair someone is going to run into it. Holdorf suggests that we plant tall landscaping and/or install bollards around the sign. Murtha mentioned the Springfield Buzz Facebook page has seen inquiries regarding the soccer fields. Gottsch stated that she has a meeting on Thursday with SYAA regarding their use of the soccer fields this spring for a micro soccer league. She reported that she has also been contacted by Sting Soccer about using the fields.

Agenda Item 4. No department report from Craney.

Agenda Item 5. Mayor Roseland reported that he has a SCCWWA meeting tomorrow.

Agenda Item 6. Gottsch reported that city staff and the Planning Commission kicked off the zoning ordinance update. An open house will be held in the future for public input. The juvenile damage situation is moving forward with both families acknowledging participation in the city's version of a diversion program. Gottsch created a volunteer hours log and video education worksheet for them to use. The communication board company has agreed to charge our original price for the replacement board. Gottsch presented the Council with her recommendation for shade structure designs for both Urban Park and Buffalo Park. Council approved of the recommendation and requested she move forward with both projects. Gottsch presented a site plan submitted by Scannell Properties for a proposed business park development on the Glessman property at the southeast corner of Hwy 50 and Capehart Rd. This would have office space at the front of the building facing Hwy 50 with warehouse space to the rear. "Springfield Gateway Business Park" would include glass as well as translucent materials and textures on the building

frontage with a trail and berm landscaping parallel to Hwy 50. Gottsch noted that City Planner Jeff Ray, Ray Planning Solutions, said that the proposal meets our requirements for the entrance into town. Neitzel noted that he is good with the design. Murtha said she likes the berm and trees masking the highway. Craney asked if this would be for multiple businesses or just one. Gottsch said it could work for either situation. Murtha said she was glad they listened to what the city wants at this corner and noted that the proposal flows well. Mayor Roseland said that the trail prominence is a nice feature.

Executive Session

Motion by Herzog, seconded by Neitzel, to enter into executive session at 7:53 p.m. for the purpose of personnel matters. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Motion by Herzog, seconded by Neitzel, to leave executive session at 8:21 p.m. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Agenda Item 5. Council Member Murtha introduced **Resolution 2026-4** and moved its adoption with an amendment to increase the amount of vacation provided to six weeks. Council Member Herzog seconded the forgoing motion and on roll call on the passage and adoption of said resolution, the following voted AYE: Neitzel, Herzog, Murtha, Craney. The following voted NAY: None. Whereupon the Mayor declared said motion carried and said resolution passed and adopted. A true, correct and complete copy of said resolution is as follows.

RESOLUTION 2026-4

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD, NEBRASKA AUTHORIZING THE MAYOR TO EXECUTE AN EMPLOYMENT AGREEMENT AMENDMENT #1 BETWEEN THE CITY OF SPRINGFIELD, NEBRASKA, A MUNICIPAL CORPORATION, HEREINAFTER REFERRED TO AS "EMPLOYER" AND KATHLEEN R. GOTTSCH, HEREINAFTER REFERRED TO AS "EMPLOYEE."

WHEREAS, Employer desires to employ the services of Employee as the City Administrator of the City of Springfield, Nebraska, as provided for under Nebraska law and the City's Municipal Code; and

WHEREAS, it is the desire of the Employer to provide certain benefits, establish certain conditions of employment, standards of employment, obligations and responsibilities, and to set working conditions of the Employee: and

WHEREAS, it is the desire of Employer to (1) secure and retain the services of Employee and to provide inducement for her to remain in such employment, (2) to make possible full work productivity by assuring Employee's morale and peace of mind with respect to future security, (3) to act as a deterrent against malfeasance, or dishonesty for personal gain on the part of Employee, and (4) to provide a means for terminating Employee's services; and

WHEREAS, Employee desires to accept such employment as City Administrator; and

WHEREAS, the Employer and Employee hereby agree to the mutual covenants and conditions contained in the Employment Agreement Amendment #1.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Springfield, Nebraska, that the Mayor is hereby authorized to execute an Employment Agreement Amendment #1 between the City of Springfield, Nebraska, a municipal corporation, and Kathleen R. Gottsch, employee, a copy of which is attached hereto as Exhibit "A."

Introduced and passed this 20th day of January 2026.

City Council Member Murtha moved the adoption of said resolution.
City Council Member Herzog seconded the motion.

Record of Vote:

Ayes: Neitzel, Herzog, Murtha, Craney

Nays: None

Abstain: None

Absent: None

Resolution adopted, signed and billed as adopted.

Approved: Robert Roseland, Mayor

SEAL

Attest: Barbara Henninger, City Clerk

Agenda Item 6. Motion by Murtha, seconded by Herzog, to give Kathleen Gottsch, City Administrator/Treasurer, a 3% annual merit increase. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Adjournment

Motion by Herzog, seconded by Neitzel, to adjourn. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Meeting adjourned at 8:23 p.m. Motion carried.

I, the undersigned, City Clerk for the City of Springfield, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on January 20, 2026; that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such agenda items were sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting; and that a current copy

of the Nebraska Open Meetings Act was available and accessible to members of the public, posted during such meeting in the room in which such meeting was held.

Barbara Henninger
City Clerk

Robert Roseland, Mayor

Date

Barbara Henninger, City Clerk

Date