

VILLAGE BOARD OF TRUSTEES  
PUBLIC HEARING AND REGULAR MEETING  
JANUARY 21, 2020

**Peterson called the meeting to order at 6:00 PM. Board members had been given the agenda and supporting documents, and notices were posted at the Village Office, Ceresco Post Office, and CerescoBank. Peterson pointed out the Open Meeting Law Act posted on the wall in the Board Chambers. Answering roll call: Peterson, Hartshorn, Custer and Rupe. Absent: Wilson. Also present: Adam Rupe, Julie Ogden, Eric Beiermann, Lynn Maxson, Haley Hain, Jordan Peterson, Brian Roland and Joan Lindgren.**

Peterson opened the Public Hearing for the One and Six Year Street Improvement Plan. Eric Beiermann was present to review the 2020 One and Six Year Street Improvement Plan. Discussion held. Hartshorn recommended changing the four Six Year Plans of replacing existing road to "concrete", instead of asphalt. The two mill and overlay Plans on the Six Year Plans can stay as is. The Board agreed and Beiermann will update the Plans.

Projects on the One Year Plan include 1) Intersection of Beech Street and Laura Lane and then south on Laura Lane for approximately 200' - exact length to be determined by Engineer and Village. 2) Third Street from Spruce Street to Beech Street.

Projects on the Six Year Plan include 1) Second Street from Elm Street to Pine Street. 2) Second Street from Elm Street to Beech Street. 3) Second Street from Park Street to Cameron Street. 4) Archie Street from Main Street to Park Street. 5) 4<sup>th</sup> Street from Pine Street to Ash Street. 6) Pine Street from Precinct Road to Laura Lane.

There were no comments from the public.

**Peterson moved to close the Public Hearing for the One and Six Year Street Plan at 6:07 PM. Rupe seconded. Voting Yes: Peterson, Rupe, Hartshorn and Custer. No: none. Motion carried.**

**WHEREUPON, the Chairman announced that the introduction of Resolution 2020-1 was now in order.**

**Resolution 2020-1 was introduced by Chairman Peterson and is set forth in full as follows, to wit: WHEREAS, The Village of Ceresco, Nebraska has conducted a public hearing in accordance with the requirements of the Board of Public Roads Classification and Standards, NOW, THEREFORE, be it resolved by the Chairperson and Village Board that the One and Six Year Plan for streets as presented at said public hearing has been accepted and approved.**

**WHEREUPON, Chairman Peterson moved that said Resolution No. 2020-1 be approved with the changing the four Six Year Plans from replacing existing road with asphalt to "concrete". Board Member Custer seconded this motion.**

**The Chairman instructed the Clerk to call the roll and the following was the vote on this motion. Yeas: Peterson, Custer Rupe, and Hartshorn. No: none. Motion carried.**

**WHEREUPON, the Chairman declared that the Motion having been approved by a majority of the votes cast, said Resolution 2020-1 is approved and adopted.**

Peterson returned to the Regular meeting items.

**Hartshorn moved to approve the December 17, 2019 minutes as presented. Rupe seconded. Voting Yes: Hartshorn, Rupe, Custer and Peterson. No: none. Motion carried.**

Julie Ogden was present from JEO Consulting Group to review the final plans for the Laura Lane and Beech Street Construction Project. Originally two curb inlets were anticipated on Laura Lane, but after their study, three inlets are needed. Also, 7" concrete will be used, instead of asphalt. The project has been broken into phases.

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**Phase 1:** is the paving, storm sewer, and sidewalk/ramp between the two intersections and will provide temporary gravel access in the east lane between new and existing pavement. The North Beech/Laura Lane intersection must remain open during this phase for access.

**Phase 2A:** includes removing pavement from the west half of Laura Lane and West Beech, construct storm sewer. (Do not construct storm sewer on east side of Laura Lane.), construct storm sewer pipes and inlets, and provide temporary gravel access after storm sewer has been installed. The East side of Laura Lane intersection must be kept open to traffic for access to cul-de-sac.

**Phase 2B:** includes removing remaining pavement, construct pipe and inlet, construct sidewalk and ramps at W Beech and Laura Lane intersection, complete and finish grading, seeding and cleanup. (Do not construct storm sewer on east side of Laura Lane.), construct storm sewer pipes and inlets, and provide temporary gravel access after storm sewer has been installed. The East side of Laura Lane intersection must be kept open to traffic for access to cul-de-sac.

The total estimated project cost is \$160,874.00. Bids will be sent out for an open date of February 14<sup>th</sup>, and approval at the February 18<sup>th</sup> meeting. Carrying the payment into two budget years was discussed. A completion date for mid October 2020 was agreed upon.

Fifty days is proposed for the project. Materials testing during construction was mentioned. The Board agreed to have the contractor do the testing. JEO will put the plans and specs on Quest, an electronic bidding site. Additional JEO scope will be conducting the preconstruction meeting, providing control point staking for contractor, site visits, and any other requests the Board may have during the project.

**Hartshorn moved to accept the plans for the Laura Lane and Beech Street construction project with JEO and authorize to go out for bids. Peterson seconded. Voting Yes: Hartshorn, Peterson and Custer. No: none. Abstain: Rupe. Motion carried.**

Adam Rupe, an environmental planner from JEO was present to review the creek banks and stream project for Hobson Branch through town. The work would be split into phases. Phase 1 is the topographic field survey for \$2,400.00. Phase 2 is the existing conditions evaluation for \$6,800.00. Phase 3 is the concept improvements and recommendations for 10,300.00. Discussion held. The Board budgeted \$35,000.00 for the project.

**Hartshorn moved to accept JEO's scope of services for Stream Stabilization Evaluation Phase 1 and Phase 2. Peterson seconded. Discussion held. Voting Yes: Hartshorn, Peterson and Custer. No: none. Abstain: Rupe. Motion carried.**

The Personnel Policies were discussed. Custer prepared a uniform and dress code section to review. Discussion held. Safety trainings and meetings were discussed. The Nebraska Safety Council will be contacted for training. Compliance with all Local, State and Federal laws and regulations was discussed. Lindgren will obtain further information for the February meeting.

Custer reviewed the Civic and Community Center Financing Fund (CCCCF) Grant through the Nebraska Department of Economic Development for the Splash Pad. OPPD has selected Ceresco as a pilot community for its grant outreach. OPPD will provide the funds to hire a grant consultant for the Splash Pad Project. The grant requires a 50% match and must run through the Village. The Splash Pad Committee will be responsible for raising the matching funds. Discussion held.

**Rupe moved to approve the Splash Pad Committee to move forward with raising the funds for the CCCCCF Grant. Peterson seconded. Voting Yes: Rupe, Peterson, Custer and Hartshorn. No: none. Motion carried.**

Roland reviewed his monthly report. Having a dumpster year round at the shop for use by the maintenance department and Village residents was reviewed and not approved by the Board. The garbage company will be contacted for a larger container than what is currently at the shop for maintenance cleanup only.

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A bid from Greg Hall Electric to install new light fixtures, switch, fan and grille for the women's restroom was reviewed.

No update from DataTech.

Custer moved to approve the \$510.00 electrical work by Greg Hall, and also to approve restroom supplies up to a total amount under \$500.00. Motion failed due to lack of a second.

Custer moved to approve the \$510.00 bid for electrical work by Greg Hall for the women's restroom. Peterson seconded. Voting Yes: Custer, Peterson, Rupe and Hartshorn. No: none. Motion carried.

Rupe moved to approve the Police Report. Custer seconded. Voting Yes: Rupe, Custer, Hartshorn and Peterson. No: none. Motion carried.

Rupe moved to approve the Building Inspector Log. Custer seconded. Voting Yes: Rupe, Custer, Hartshorn and Peterson. No: none. Motion carried.

Hartshorn moved to accept the Treasurer's Report as presented. Rupe seconded. Voting Yes: Hartshorn, Rupe, Custer and Peterson. No: none. Motion carried.

Custer moved to approve the computer claim to Tim Hartshorn for \$2,899.12. Hartshorn noted the Village didn't have enough credit on its cards to cover the purchase price of the computer parts, so he used his credit card. Rupe seconded. Voting Yes: Custer, Rupe and Peterson. No: none. Abstain: Hartshorn. Motion carried.

Custer moved to approve the claim to JEO for the Laura Lane & Beech Construction Project for \$3,163.90. Peterson seconded. Voting Yes: Custer, Peterson and Hartshorn. No: none. Abstain: Rupe. Motion carried.

Claims were reviewed. Hartshorn moved to approve the claims, with the additional claims presented at the meeting. Rupe seconded. Voting Yes: Hartshorn, Rupe, Custer and Peterson. No: None. Motion carried. The approved claims are as follows: Advantage Computer \$750.00/wat, sew; AFLAC \$432.72/insurance; Ameritas Life \$51.78/ins; Blue Cross & Blue Shield \$3,198.88/health ins; Bromm, Lindahl, ET AL \$261.00/gen; Card Services \$269.98/sew, gen; Carquest \$248.90/sew; Cash \$60.81/wat, gen, sew, st; Ceresco 60+ \$87.00/reimbursement; Cummins Sales and Service \$767.65/sew; Baker & Taylor \$67.33/lib; Bomgaars \$188.44/st, sew, gen, pol; Cornhusker Press \$162.65/gen; Delta Dental \$228.65/insurance; Erickson & Brooks \$8,680.00/audit; Frontier Coop \$626.84/fuel; Grainger \$329.10/st; Husker Lock & Key \$47.30/gen; Hydro Optimization & Automation Solutions \$670.00/sew; Jackson Services \$143.15/uniforms & mats; MC2 \$1,175.00/sew; Menards \$81.31/sew, wat, gen; Midwest Laboratories \$249.80/sew; Municipal Supply of Omaha \$1,186.56/wat; Nebraska Department of Revenue \$100.00/gen; Nebraska Forest Service \$459.95/gen; Nebraska Public Health Environmental Lab \$286.00/wat; NEMSA \$480.00/fire; NMC \$99.32/st; Office Depot \$67.31/gen; Olsson \$77.00/st; One Call Concepts \$12.29/wat, sew; OPPD \$4,199.17/electricity; Otte Oil \$2,037.66/propane; Prague Insurance \$50.00/prk; Progressive Electric \$310.00/sew; RR Donnelley \$64.51/pol; Sam's Club \$283.32/lib; Sandry Fire Supply \$59.76/fire; Sandy Tvrdy \$215.00/janitor; Schwarz Paper \$176.44/prk, gen; Shaffer Communications \$50.00/fire; Simons Home Store \$36.34/fire; Subbert Pumping \$1,050.00/sew; Taylor's Drain & Sewer Service \$1,080.00/sew; U.S. Post Office \$195.00/postage; Verizon Wireless \$164.67/sew, wat, prk, st, pol, fire; Wahoo Newspaper \$80.39/gen; Wahoo Auto Parts \$153.95/gen; Waste Connections of NE \$5,319.32/gar; Windstream \$382.52/phones; Zee Medical Service \$62.70/gen, st, sew; Nebraska Department of Revenue \$2,004.55/sales tax; Transfer from Sales to Debt Service \$100,000.00; Bond Payment \$159,826.85; Payroll Liabilities: Nebraska Department of Revenue \$273.49; United States Treasury \$3,942.78; Nebraska Department of Labor \$59.95; Other Payroll Liabilities \$727.40; Payroll \$13,313.14.

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Lynn Maxson reported for the tree board that there is an Ash tree along the east side of the creek that we will lose since it hasn't been treated for the Ash Borer.

**Rupe moved to approve the Library Report as presented. Custer seconded. Voting Yes: Rupe, Custer, Hartshorn and Peterson. No: none. Motion carried.**

Rupe reviewed the CYRA agreement edits and noted a \$250.00 fee will be charged for the CYRA usage of the ballfield. The CYRA agreement will be updated for signatures. Rupe reviewed she was in contact with Oehm regarding a request to rent the ballfield, but it will not work with the CYRA field usage.

**Hartshorn moved to approve the Fire Department Reports from December 2019 and January 2020 as presented. Rupe seconded. Voting Yes: Hartshorn, Rupe, Custer and Peterson. No: none. Motion carried.**

A new employee evaluation form was reviewed. **Rupe moved to approve the new employee evaluation form. Custer seconded. Voting Yes: Rupe, Custer, Hartshorn and Peterson. No: none. Motion carried.**

A work request from Advantage Computer to re-install Jayhawk on the two new office computers was reviewed. Cost is \$175 for the first hour and \$75 for each hour thereafter. It was noted that it typically takes 1.5-2 hours for the first PC, with the second PC not taking as long. **Hartshorn moved to authorize the reinstallation of Jayhawk on the two new office computers at a cost of \$175 for the first hour and \$75 for each hour thereafter. Rupe seconded. Voting Yes: Hartshorn, Rupe, Custer and Peterson. No: none. Motion carried.**

Hartshorn reviewed that a list of emails has been received from Charles River. Lindgren will go through the emails. Quotes from Mullen Coughlin LLC for credit monitoring were reviewed. Hartshorn recommended accepting quote Credit 1B. Discussion held. **Hartshorn moved to approve the credit monitoring service for up to 100 individuals at \$1.91 per person and \$19.14 per enrollment, up to a total of \$2,105.00. Rupe seconded. Voting Yes: Hartshorn, Rupe, Custer and Peterson. No: none. Motion carried.**

**Hartshorn moved to approve Lindgren to attend the Midwest Conference in Lincoln on February 24<sup>th</sup> and 25<sup>th</sup> for \$377.00. Peterson seconded. Voting Yes: Hartshorn, Peterson, Rupe and Custer. No: none. Motion carried.**

**Hartshorn moved to approve the 2018-2019 Fiscal Year Audit from Erickson & Brooks. Peterson seconded. Voting Yes: Hartshorn, Peterson, Rupe and Custer. No: none. Motion carried.**

**Ordinance 2019-9 now comes on for third reading: AN ORDINANCE OF THE VILLAGE OF CERESCO, SAUNDERS COUNTY, NEBRASKA, TO AMEND CHAPTER 6 – PUBLIC WAYS AND PROPERTY, AND IN PARTICULAR, ARTICLE 4 – PENAL PROVISION, BY RENUMBERING SAID ARTICLE TO ARTICLE 5 AND TO SUBSTITUTE IN ARTICLE 4 FRANCHISES; TO PROVIDE THAT THE CHAIR OF THE BOARD OF TRUSTEES AND THE APPROPRIATE DEPARTMENT, WHETHER ONE OR MORE, OF THE VILLAGE OF CERESCO, NEBRASKA, ARE AUTHORIZED AND DIRECTED TO IMPLEMENT THIS ORDINANCE;**

**WHEREUPON Board Member Rupe moved that said Ordinance 2019-9 be approved by its third reading and its title agreed to. Board Chairman Peterson seconded this motion.**

**The Chair instructed the Clerk to call the roll for the vote thereon. The Clerk called the roll and the following was the vote on this motion. Yeas: Rupe, Peterson and Custer. Nays: Hartshorn.**

**WHEREUPON, the Chair declared that a majority of the members of the Board having voted in the affirmative for the passage and approval of said Ordinance No. 2019-9, the Chair declared**

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**Ordinance No. 2019-9 to have been duly passed and adopted as an Ordinance of the Village of Ceresco, Saunders County, Nebraska, and the Chair subscribed his name thereto, and the Clerk attested said signature of the Chair by subscribing his name thereto and affixing thereon the seal of the Village of Ceresco, Nebraska. The Chair then instructed the Clerk to publish Ordinance No. 2019-9 in the manner required by law, within fifteen (15) days after passage.**

WHEREUPON, the Chair announced that the introduction of Resolution 2020-2 was now in order.

**Resolution 2020-2 was introduced by Board Member Rupe and is set forth in full as follows, to wit: RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Ceresco and other cities and villages in Saunders County, the Ceresco Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2019 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.**

WHEREUPON, Board Member Rupe moved that said Resolution No. 2020-2 be approved. Board Member Hartshorn seconded this motion. No further discussion was required.

The Chair instructed the Clerk to call the roll for the vote thereon. The Clerk called the roll and the following was the vote on this motion. Yeas: Rupe, Hartshorn, Custer and Peterson. Nays: none.

WHEREUPON, the Chair declared that the Motion having been approved by a majority of the votes cast, said Resolution 2020-2 is approved and adopted.

Lindgren reviewed the Conditional Use Permits for new signage for 1) Ceresco Library for a wall sign in R-3, 2) Ceresco Covenant Church for a wall sign in R-3, and 3) CerescoBank for a ground sign in C-2. The Ceresco Library and Covenant Church have had signs prior to the Zoning Ordinances and are grandfathered, but because the current Zoning Ordinances do not allow for wall signs they must go through the Conditional Use Permit application. Lindgren noted the Planning Commission is meeting on January 27<sup>th</sup>, but the attorney advised that the Board can approve the Permits contingent on approval by the Planning Commission. **Rupe moved to approve the Conditional Use Permits for the Ceresco Library, Ceresco Covenant Church, and CerescoBank contingent on approval by the Planning Commission. Custer seconded. Voting Yes: Rupe, Custer, Hartshorn and Peterson. No: none. Motion carried.**

The Lancaster County Zoning Text Amendment 19010 was mentioned.

A letter from Liberty Lawn was reviewed. Liberty Lawn will be asked to prepare a new exchange of services agreement, and also will be asked about an agreement with their new company, Capital Arborist Tree Service, that could include chipping. Anticipation of an increase in trees to the compost site will be asked.

Peterson shared maintenance concerns, and that the Maintenance Subcommittee is meeting with employees.

**Peterson moved to adjourn the meeting at 8:43 PM. Hartshorn seconded. Voting Yes: Peterson, Hartshorn, Custer and Rupe. No: none. Motion carried.**

Scott Peterson, Chairman  
Joan Lindgren, Clerk