

VILLAGE BOARD OF TRUSTEES
PUBLIC HEARING AND REGULAR MEETING
DECEMBER 19, 2017

Nelson called the Reorganizational/Regular Meeting to order at 6:00 PM. Board members had been given agenda and supporting documents, and notices were posted. Nelson pointed out the Open Meeting Law Act posted on the wall of the Board Chambers. Nelson also noted that each agenda item is kept to 15 minutes or less. Answering roll call: Nelson, Peterson, Hartshorn, Custer and Sklenar. Also present: Nichole Grasma, Steve Anderson, Brian Roland, Doug Wilson, Brian Ubben, Hector Pelayo, Roberto Munguia, Ross Bartlett, Kent Speicher and Joan Lindgren.

Nelson preceded to the annual Reorganizational Meeting and moved to appoint Lindgren as Chair Pro-Tempore for the purposes of electing a Chairperson. Hartshorn seconded. Voting Yes: Nelson, Hartshorn, Custer, Sklenar and Peterson. No: none. Motion carried.

Lindgren asked for nominations for the Chairperson. Nelson nominated Peterson. Peterson nominated Hartshorn. Hartshorn nominated Nelson. Peterson declined. Hartshorn declined. Hartshorn moved to cease nominations. Peterson seconded. Voting Yes: Hartshorn, Peterson, Custer, Sklenar and Nelson. No: none. Motion carried.

Lindgren announced Spencer Nelson as Chairman, and he took over the meeting.

Nelson asked for nominations for the Chairperson Pro-Tempore. Hartshorn nominated Peterson. Custer moved that nominations cease. Nelson seconded. Voting Yes: Custer, Nelson, Hartshorn, Sklenar and Peterson. No: none. Motion carried.

Nelson and Peterson signed the confidentiality agreements.

Nelson appointed Joan Lindgren as the Village Clerk/Treasurer and Zoning Administrator. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed Brian Ubben as the Building Inspector and Deputy Zoning Administrator. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed Loren Lindahl as the Village Attorney. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed Denny Graham from Olsson Associates as the Street Superintendent. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed Steve Anderson as the Police Chief. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed Justin Maxson as the Fire Chief. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed PJ Hass as the Assistance Fire Chief. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed Keith Urbom, Mark Nelson and Ed Warholoski for a three year term (2018-2020) on the Planning Commission. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed Shirley Fylstra and Jennifer Davison for a two year term (2018-2019) on the Library Board. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed Lynn Maxson and Shawn Rudeen for a three year term (2018-2020) on the Tree Board. The Clerk noted that Doug McIntosh no longer wishes to serve on the Tree Board, but will advise and help with questions. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No:

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none.

Nelson appointed Emily Hass as the Village Dog Catcher. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed Hartshorn as Water Commissioner, Sklenar as Sewer Commissioner, Peterson as Streets Commissioner, Custer as Parks Commissioner, and Nelson as Solid Waste Management Supervisor. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson appointed the Department Liaisons: Water - Hartshorn and Custer, Streets - Peterson and Hartshorn, Sewer - Sklenar and Peterson, Police - Nelson and Sklenar, Parks - Custer and Nelson. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none.

Nelson moved to table the Emergency Preparedness and Board of Health appointments. Hartshorn seconded. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none. Motion carried.

Nelson moved to designate the official posting places as the Village Office, Post Office and CerescoBank lobby. Hartshorn seconded. Voting Yes: Nelson, Hartshorn, Peterson, Custer and Sklenar. No: none. Motion carried.

Nelson moved to designate CerescoBank and First Northeast Bank of Nebraska as the Village Depositories. Peterson seconded. Voting Yes: Nelson, Peterson, Custer and Sklenar. Abstain: Hartshorn. No: none. Motion carried.

Nelson moved to approve the minutes from November 21, 2017. Peterson seconded. Voting Yes: Nelson, Peterson, Hartshorn, Custer and Sklenar. No: none. Motion carried.

No information was presented for the street light consideration on 2nd Street, and it will be removed from the agenda until the information is received.

A Verizon phone system bid was reviewed. The Technology Subcommittee will do further research.

Kent Speicher, CPA was present to review the audit. Speicher recommended establishing a policy for the dollar amount employees and Board members can order or charge for an item for the Village without prior Board authorization. Speicher also recommended a policy for the use of purchase orders. Speicher noted that he will send the audit to the State Auditor.

Nelson moved to accept the audit review presented by Erickson and Brooks for the 2016-2017 fiscal year. Custer seconded. Voting Yes: Nelson, Custer, Sklenar, Hartshorn and Peterson. No none. Motion carried.

Nichole Grasma was present to review the well maintenance program. Discussion was held. The Board requested a new proposal for all three wells to begin with the pump test and report, then for well #6 to begin the rehabilitation sequence starting in year two. Water and sewer rates will be discussed at the January meeting.

Roland reviewed Village maintenance. Signage for the bridges was discussed. Steve Mika with Saunders County will be contacted for further information. The height of the street signs and stop signs was discussed. All the signs will be measured and a cost obtained to replace needed poles. Hartshorn and Sklenar will work with Roland on the 2 & 10 Year Plan.

A letter from the Nebraska Department of Environmental Quality regarding a styrofoam cup found during a burn site inspection was reviewed.

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Roland reviewed the need for something to house cats, instead of using the dog kennel. Further information will be obtained.

Sklenar left the meeting at 7:42 PM.

The Utilities/Public Works Annual Conference was discussed. **Hartshorn moved to have Roland attend the 2018 Utilities/Public Works Section Annual Conference, January 17th-19th, with meal, for \$445.00. Custer seconded. Voting Yes: Hartshorn, Custer, Peterson and Nelson. No: none. Motion carried.**

Hartshorn requested that holiday lighting be put up earlier. Nelson asked if the holiday lighting can be put on the Library.

Anderson shared the Police Report, introduced Ross Bartlett the new police officer, and reviewed the police calling tree.

Hector Pelayo was present to discuss the construction problems he has with his deck and porch. The Village Attorney recommended an engineer's analysis of the footings as constructed. Discussion held. Ubben will work with Pelayo on the next steps to ensure code safety.

A recommendation from the attorney regarding the driveway at 705 S 2nd Street was discussed.

The dangerous building at 112 W Edwin was discussed. Asbestos was found in the house and the cellar was found dangerous. A bid from Dennis Johnson for the demolition of the house and cellar was reviewed. **Hartshorn moved to accept Dennis Johnson's proposal to demolish the dangerous building and cellar at 112 W Edwin, fill with dirt, and haul to the landfill for \$5,150.00. Peterson seconded. Voting Yes: Hartshorn, Peterson, Custer and Nelson. No: none. Motion carried.**

Nelson reviewed the ground plumbing inspection at 604 S 4th was missed and camera footage of the plumbing under the floor was provided. Water was found in the pipe, and the plumbing will need to be cut out and corrected.

Doug Wilson was present to request a curb cut permit and a new driveway. Discussion was held on curb cuts and driveways, and will be reviewed at a later meeting.

The building inspector and assistant building inspection positions were discussed.

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

Claims were reviewed. **Peterson moved to approve the claims, as presented. Nelson seconded. Voting Yes: Peterson, Nelson, Custer and Hartshorn. No: none. Motion carried. The approved claims are as follows: AFLAC \$704.52/insurance; Ameritas Life \$51.78/ins; Blue Cross & Blue Shield \$2,478.04/health ins; Bockmann, Inc \$500.00/outside services; Bromm, Lindahl, ET AL \$406.00/gen, st; Card Services \$810.50/st; Cash \$15.55/sew, gen, pol; Ceresco 60+ \$115.50/reimbursement; Fireguard \$163.43/gen, st, pol, sew, lib; Baker & Taylor \$66.00/lib; Bomgaars \$213.35/st, gen; Ceresco Volunteer Fire Dept \$50.16/fire; Delta Dental \$228.65/insurance; FES \$475.00/gen; First Bank Card \$99.00/gen, st, wat, sew, pol, prk; First Wireless \$25.50/pol; Frontier Coop \$414.41/fuel; Hamilton Equipment \$114.08/st; Interstate All Battery Center \$180.00/gen; Jackson Services \$130.98/uniforms & mats; JEO \$1,250.00/gen; Matheson Tri-Gas \$23.91/wat; Menards \$458.55/st; Michael Todd & Co \$128.56/st; Midwest Labs \$180.25/sew; Nebraska Public Health Environmental Lab \$31.00/wat; Nebraska Rural Water Assoc \$150.00/wat; Office Depot \$86.69/gen; Olsson Associates \$77.00/st; OPPD/\$4,569.92/electricity; Otte Oil & Propane \$1,013.07/gen, fire, wat, sew, st; RJP Environmental Services/281.00/ outside services; Sam's Club \$485.95/lib, gen; Sandy Tvrdy \$215.00/janitor; Sunbelt Rentals \$1,392.90/st; U.S. Post Office \$117.00/postage; Verizon**

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\$138.97/phones; Wahoo Auto Parts \$6.56/ pol; Wahoo Newspaper \$71.53/gen; Wahoo Utilities \$171.17/wat; Waste Connections \$4,480.73/gar; Windstream \$378.04/phones; Zee Medical Service \$71.30/st, gen, sew; Nebraska Department of Revenue \$1,412.64/sales tax; Payroll Liabilities: American Funds Investment \$474.56; Nebraska Department of Revenue \$470.79; United States Treasury \$4,072.66; Other Payroll Liabilities \$727.40; Payroll \$14,204.64

Hartshorn moved to approve the curb cut at 213 8th Street, for a 25' driveway project. Peterson seconded. Voting Yes: Hartshorn, Peterson, Custer and Nelson. No: none. Motion carried.

Doug Wilson invited the Board to the Fire Department annual banquet on January 20th at the Legion.

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

Nelson moved to approve the Fire Department Report, as presented. Custer seconded. Voting Yes: Nelson, Custer, Peterson and Hartshorn. No: none. Motion carried.

One street bid was received and reviewed. Street bids were tabled to the January meeting for additional bids.

Hartshorn moved to allow Lindgren to carry over 9 hours of vacation through the end of 2017. Nelson seconded. Voting Yes: Hartshorn, Nelson, Peterson and Custer. No: none. Motion carried.

Hartshorn moved to approve the 2018 annual retainer for Bromm, Lindahl, Freeman-Caddy & Lausterer for \$350.00. Peterson seconded. Voting Yes: Hartshorn, Peterson, Custer and Nelson. No: none. Motion carried.

The Technology Subcommittee will look into an Amazon account for the Village.

Hartshorn moved to adjourn the meeting at 9:00 PM. Custer seconded. Peterson mentioned part time help hours. Voting Yes: Hartshorn, Custer, Peterson and Nelson. No: none. Motion carried.

Spencer Nelson, Chairman
Joan Lindgren, Clerk