

MINUTE RECORD

REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
APRIL 11, 2019 7:00 PM

The regular meeting of the Chairman and Board of Trustees of the Village of Shelton, Nebraska, was convened in open and public session in the Community Room of the Shelton Municipal Building at 219 "C" Street in Shelton, Nebraska, on April 11, 2019. Chairman Roe called the meeting to order at 7:00 P.M. at which time he informed the public of the posting of the Open Meeting Act on the bulletin board in the back of the room and led the audience in the Pledge of Allegiance. He then directed the Village Clerk to call roll which reflected the following: Present: Trustees: Roe, Oberg, Doremus and Keslar. Absent: Cine.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on April 4, 2019 and posting at 10:40 am on April 3, 2019 in five (5) public places in the Village of Shelton, Nebraska, as follows: Larry's Market, Shelton Clipper, Post Office, Cornerstone Bank, and Village Office, all as shown by the Certificate of Posting attached to these minutes. Notice of this meeting was simultaneously given to the Chairman and all members of the Village Board of Trustees and a copy of their acknowledgement of receipt of notice of the meeting and the agenda are attached to these minutes. Availability of the agenda was communicated in the advanced notice and in the notice of this meeting to the Village Board of Trustees.

All proceedings shown were taken while the convened meeting was open to the attendance of the public.

2. **CONSENT AGENDA.** The consent agenda was presented as follows:
 - A. **WAIVE READING & APPROVE MINUTES OF REGULAR MEETING OF MARCH 14, 2019 AND RESCHEDULED REGULAR MEETING OF MARCH 21, 2019**
 - B. **ACCEPT FINANCIAL REPORT**
 - C. **ARBOR WEEK PROCLAMATION**
 - D. **APPOINTMENT OF JOHN HENNINGER AS NEW MEMBER OF THE SVFD**

It was moved by Trustee Doremus with a second from Trustee Keslar to approve the consent agenda as presented. Chairman Roe called for the vote and it was recorded as follows: Ayes: Roe, Oberg, Doremus and Keslar. Nays: None. Absent: Cline. Motion Carried.

3. REPORTS.

A. ATTORNEY/DEPARTMENT HEADS. Attorney Jim Truell gave a verbal report on his activities for the Village. He also gave a more in-depth report on how Tax Increment Financing would be used. Utility Superintendent Sell and Administrative Clerk Doremus then proceeded to give verbal as well as written reports on the activities in their departments during the past month.

B. FIRE DEPARTMENT COMMUNICATIONS. Fire Chief Wiehn reported on the activities, both past and future that were happening in his department.

4. AUDIT REPORT. Administrative Clerk Doremus indicated the board members had the finished Audit report for the last fiscal year in the packet. She asked if they would like the Auditors to come to the next meeting to go over the report with them. After discussion, it was decided to ask them to be at the May meeting to explain and answer any questions the Board may have with regards to the Audit report.

5. HIRING POOL STAFF/ORDINANCE TO SET WAGE. Pool Manager, Brenda Moeller presented her recommendations for the Assistant Managers and Lifeguards for the 2019 season.

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16. B. GILLMING INTRODUCTORY PERIOD COMPLETION. Utility Superintendent Sell reported to the Board that Mr. Gillming had completed his six-month Introductory Period and was now eligible for his raise.

Chairman Roe indicated it was now time to consider Ordinance No. 826 – An ordinance to set wages for the Pool Staff and a Maintenance Worker. Whereupon, it was moved by Trustee Oberg, seconded by Trustee Doremus that the minutes of the proceedings of the Chairman and Board of Trustees of the Village of Shelton, Buffalo County, Nebraska, in the matter of passing and approving Ordinance No. 826 be preserved and kept in a separate and distinct volume known as “Ordinance Record, Village of Shelton, Nebraska”; and that said separate and distinct volume be incorporated in and made a part of these proceedings the same as though it were spread at large herein. The Chairman instructed the Clerk to call the roll and the following was recorded as the vote on this motion: **AYES:** Roe, Doremus, Oberg and Keslar. **NAYS:** None. **ABSENT:** Cline. Whereupon the chairman declared the Motion Carried.

Further, a motion was made by Trustee Oberg, seconded by Trustee Doremus that the statutory rules in regard to the passage and adoption of Ordinances be suspended, so that said Ordinance No. 826 might be introduced, read by title, and approved and passed at the same meeting. Trustee Oberg called for the question. The Chairman put the question to the vote and instructed the Clerk to call roll and the following was the vote on this motion: **AYES:** Roe, Doremus, Oberg and Keslar. **NAYS:** None. **ABSENT:** Cline. Whereupon, the Chairman declared the Motion Carried.

Following the reading of Ordinance No. 826 by title on the First Reading, the suspension of the rules so that the same may be read by title on the Second and Third Readings, allowing for final passage at the same meeting, Trustee Oberg called for the question as to the approval and passage of Ordinance No. 826 and the following vote was recorded: **AYES:** Roe, Doremus, Oberg and Keslar. **NAYS:** None. **ABSENT:** Cline. Whereupon, the Chairman declared that four members of the Board having voted in the affirmative for the passage and approval of Ordinance No. 826 and declared said Ordinance duly passed and adopted as an Ordinance of the Village of Shelton, Nebraska.

Whereupon, it was moved by Trustee Oberg, seconded by Trustee Keslar that said Ordinance No. 826 be published in pamphlet form. **AYES:** Roe, Doremus, Oberg and Keslar. **NAYS:** None. **ABSENT:** Cline. Motion Carried.

6. WATER PROJECTS/WATER RATE STUDY. Due to the weather Randy Hellbush from Nebraska Rural Water Association (who did the rate study) was unable to attend. It was then moved by Trustee Doremus, with a second from Trustee Oberg to table this agenda item to the special meeting of April 25, 2019. **AYES:** Roe, Doremus, Oberg and Keslar. **NAYS:** None. **ABSENT:** Cline. Motion Carried.

7. BUFFALO COUNTY RURAL DEVELOPMENT PROGRAMS. Darren Robinson who was scheduled to attend and explain these programs was unable to be present due to the weather. It was then moved by Trustee Doremus, with a second from Trustee Oberg to table this agenda item to the special meeting of April 25, 2019. **AYES:** Roe, Doremus, Oberg and Keslar. **NAYS:** None. **ABSENT:** Cline. Motion Carried.

8. COMMUNITY DEVELOPMENT – CDA POLICIES AND PROCEDURES/APPLICATION FOR TIF. Village Attorney Truell went over much of the procedures with the Board during his monthly report.

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9. SALE/BUILDING ON VILLAGE LOTS (LTS 6 & 7, CAMPBELL'S 1ST ADDITION). Since this agenda item was somewhat related to the Community Development Programs, it was moved by Trustee Doremus, with a second from Trustee Oberg to table this agenda item to the special meeting of April 25, 2019. AYES: Roe, Doremus, Oberg and Keslar. NAYS: None. ABSENT: Cline. Motion Carried.

10. 3RD READING OF ANNEXATION ORDINANCE. Chairman Roe read Ordinance No. 324 by title for its third and final reading. Chairman Roe then moved to have Ordinance No. 324 approved. This received a second from Trustee Keslar with the vote as follows: AYES: Roe, Doremus, Oberg and Keslar. NAYS: None. ABSENT: Cline. Chairman Roe then stated that four members of the Trustees having voting in the affirmative for the passage and approval of said Ordinance No. 824 and declared said ordinance passed and adopted as an ordinance of the Village of Shelton, Buffalo County, Nebraska. Trustee Keslar then moved to publish Ordinance No. 824 in pamphlet form. This was seconded by Trustee Doremus with the vote as follows: AYES: Roe, Doremus, Oberg and Keslar. NAYS: None. ABSENT: Cline. Motion Carried.

11. RECOMMENDED CHANGES TO ZONING ORDINANCE. The Planning Commission had forwarded recommendations for some changes to the Zoning Ordinance to clarify some areas and to recommend no front yard fences. After discussion regarding the fences, Trustee Keslar moved to send the recommendations back to the Planning Commission to schedule a Public Hearing. This received a second from Trustee Doremus with the vote as follows: AYES: Roe, Doremus, Oberg and Keslar. NAYS: None. ABSENT: Cline. Motion Carried.

12. STREET REPAIRS. Utility Superintendent Sell reported to the Board a list of areas of the streets which were in need of repair. Since there wasn't enough money in the budget for all the repairs, the board would need to prioritize the list in the near future for the repairs.

13. INTERLOCAL AGREEMENT WITH BUFFALO COUNTY FOR ASPHALT OVERLAY OF 100TH ROAD (1/2 MILE IN FRONT OF SCHOOL). After discussion, Chairman Roe indicated it was time to consider Resolution No. 19-04-11.

RESOLUTION NO. 19-04-11:

BE IT RESOLVED BY THE CHAIRMAN AND BOARD OF TRUSTEES OF THE VILLAGE OF SHELTON, NEBRASKA,

1. The Agreement with the Village of Shelton, Nebraska, and the County of Buffalo for the 100th road, street financing and work in the form presented to this Governing Body, be, and the same here is, approved and accepted.

2. That the Chairman of the Governing Body and Village Clerk be, and they hereby are, authorized and directed to execute such Agreement, on behalf of, and in the name of the Village of Shelton, Nebraska and that an executed copy of said agreement be affixed to this resolution and, by reference, made a part of these official proceedings.

It was then moved by Trustee Keslar, with a second from Trustee Doremus to approve Resolution No. 19-04-11 as presented. AYES: Roe, Doremus, Oberg and Keslar. NAYS: None. ABSENT: Cline. Motion Carried.

14. SUMMER PARK/CEMETERY HELP. It was reported that no applications had been received as of yet but was hoping they would have some soon.

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15. SKIDSTEER LEASE. After some discussion, Chairman Roe indicated it was time to consider Resolution No. 19-04-11A.

RESOLUTION NO. 19-04-11A:

BE IT RESOLVED BY THE CHAIRMAN AND BOARD OF TRUSTEES OF THE VILLAGE OF SHELTON, NEBRASKA,

1. That the Lease Agreement between the Village of Shelton, Nebraska and Landmark Implement, Inc. of Shelton, Nebraska for a 2019 John Deere 325G Compact Track Loader for the period April 10, 2019 to April 10, 2020 in the form presented to this Governing Body be, and the same hereby is, approved and accepted.
2. That the Chairman of the Governing Body and Village Clerk be, and they hereby are, authorized and directed to execute such Agreement, on behalf of, and in the name of the Village of Shelton, Nebraska and that an executed copy of said agreement be affixed to this resolution and, by reference, made a part of these official proceedings.

It was then moved by Trustee Doremus, with a second from Trustee Keslar to approve and adopt Resolution No. 19-04-11A as presented. AYES: Roe, Doremus, Oberg and Keslar. NAYS: None. ABSENT: Cline. Motion Carried.

17. SCHEDULE SPECIAL MEETING (APRIL 25TH) AND RESCHEDULING JUNE REGULAR MEETING. Administrative Clerk Doremus explained that the purpose of the Special meeting was to hold a public hearing relating to the Village's grant application for owner/occupied rehab. Other agenda items from this meeting was also tabled to this special meeting. She also asked if the June regular meeting could be rescheduled. The Municipal Accounting and Finance Conference was scheduled in Lincoln over the date of the regular meeting and felt that it was important for her and her assistant to attend that conference. After discussion it was moved by Trustee Doremus, with a second by Trustee Roe to reschedule the June regular meeting to Tuesday, June 11, 2019. AYES: Roe, Doremus, Oberg and Keslar. NAYS: None. ABSENT: Cline. Motion Carried.

18. CLAIMS. After review, it was moved by Trustee Doremus, seconded by Trustee Keslar to pay the claims as presented. Ayes: Roe, Oberg, Doremus and Keslar. Nays: None. Absent: Cline. Motion Carried.

19. ADJOURNMENT. All agenda items having been considered, Trustee Keslar with a second from Trustee Doremus moved to adjourn the meeting. AYES: Roe, Oberg, Keslar and Doremus. NAYS: None. ABSENT: Cline. Motion Carried. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 8:29 P.M.

RESPECTFULLY SUBMITTED

BONNIE DOREMUS, MMC
VILLAGE CLERK

APPROVED:

WILLIAM C. ROE
CHAIRMAN

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CERTIFICATION

I, the undersigned, Village Clerk for the Village of Shelton, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Chairman and Board of Trustees of the Village of Shelton at the regular meeting held on April 11, 2019 and that all the subjects included in the foregoing proceedings were contained in said agenda for at least twenty-four hours prior to said meeting; that said minutes from which the foregoing proceedings have been extracted were available for public inspection within ten working days of the 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; that the notice of the meeting was posted by Assistant Village Clerk Lisa Smith at 10:40 P.M. on April 3, 2019 in five public places in the Village of Shelton, as follows: Village Office, Shelton Clipper, Post Office, Cornerstone Bank, and Larry's Market.

Dated this 15th day of April, 2019

BONNIE DOREMUS, MMC
VILLAGE CLERK

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CLAIMS:

BLACK HILLS ENERGY	MONTHLY SERVICE	\$1,150.00
BONNIE DOREMUS	CLERK'S SCH/MILEAGE	\$80.04
BUFFALO CO SHERIFF'S OFFICE	LAW ENFOR/ANIMAL CON	\$761.36
CENTER POINT LARGE PRINT	BOOKS	\$53.92
CENTRAL PLAINS LIBRARY SY	SPECIAL PROGRAMS	\$206.25
CHARTER COMMUNICATIONS	MONTHLY SERVICE	\$159.98
CLIPPER PUBLISHING,INC	PUBLICATIONS	\$19.82
CORE & MAIN LP	WATER METER R/M	\$1,168.88
CUTTING EDGE CLEANING	APR COMM RM CLAEANING	\$135.00
DAN SELL	ZONING CONF/MILEAGE	\$83.52
DEARBORN NATIONAL	FIRE LIFE INS/APR	\$55.04
DOUGLAS CLINE	MID-WINTER CONF	\$94.85
GODFREY ELECTRIC LLC	LIFT STATION REPAIR	\$948.78
HEIMAN FIRE EQUIPMENT	FIRE SUPPLIES	\$249.85
JOHN DEERE FINANCIAL	OIL FILTERS	\$102.78
MIDLAND CONTRACTING, INC	CLEAN/VAC/TV SEWER	\$20,739.20
K & K CONVENIENCE STORE	MAR FUEL	\$831.84
K & K CONVENIENCE STORE	MAR FUEL/FIRE DEPT	\$197.08
KATHERINE HOLLEY	RAVENNA WORKSHOP	\$10.00
LARRY'S MARKET	SUPPLIES	\$79.02
LASERTEC OF NE, INC	COPIER CONTRACT	\$132.41
LISA SMITH	CLERK SCHOOL EXPENSES	\$131.86
MCI	MONTHLY SERVICE	\$29.35
MENARDS - GRAND ISLAND	ICE MELT	\$138.44
MENARDS - KEARNEY	WELL R/M	\$77.68
MIDWEST RADAR AND EQUIPMENT	RADAR CERTIFICATION	\$120.00
NE CENTRAL TELEPHONE CO	MONTHLY SERVICE	\$501.71
NEBRASKA DEPT OF REVENUE	SALES TAX	\$2,329.49
NE PUBLIC HEALTH ENVIRO LAB	WATER TESTS	\$446.00
NE RURAL WATER ASSOCIATION	WATER CONFERENCE	\$375.00
NEBRASKA MUNICIPAL POWER POOL	MEMBERSHIP	\$777.11
NEBRASKA PUBLIC POWER DIST	MONTHLY SERVICE	\$5,886.06
ONE CALL CONCEPTS	MARCH LOCATES	\$31.57
PETTY CASH	POSTAGE	\$207.65
PRESTO X	PEST CONTROL/FIREHALL	\$36.00
US BANK	POCKETALKER	\$328.02
VERIZON	MONTHLY SERVICE	\$419.40
WILLIS REPAIR	TIRES/SHOP SUPPLIES	\$541.97
WOODMAN DRILLING & IRR.	SEWER R/M	\$1,150.00
TOTAL ACCOUNTS PAYABLE		\$40,786.93
MARCH PAYROLL		\$27,962.18
***** REPORT TOTAL *****		\$68,749.11