

MINUTE RECORD

REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
AUGUST 8, 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 August 8, 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, Cline, Oberg, Doremus and Keslar. Absent: None.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on August 1, 2019 and posting of the agenda at 10:30 am on August 7m 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 JULY 11, 2019**
 - B. ACCEPT FINANCIAL REPORT**

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, Cline, Oberg, Doremus and Keslar. Nays: None. Absent: None. Motion Carried.

- 3. RENEWAL OF CEMETERY PERPETUAL CARE FUND CD #650246 AND OTHER INVESTMENTS.** After discussion it was moved by Trustee Roe to renew the principal amount plus the amount collected from the burial charges that are designated for Perpetual Care for 25 months with a rate of 2.40%. Any interest would be income to the Cemetery Fund for operating expenses. This received a second from Trustee Oberg with the vote as follows: Ayes: Roe, Cline, Oberg, Doremus and Keslar. Nays: None. Absent: None. Motion Carried.

Village Clerk Doremus then asked the Board's permission to move the Keno fund from a non-interest-bearing checking account to a NPAIT account so it was earning some interest. After discussion, it was moved by Trustee Doremus, with a second from Trustee Oberg to grant permission to transfer Keno funds to NPAIT. Ayes: Roe, Cline, Oberg, Doremus and Keslar. Nays: None. Absent: None. Motion Carried.

4. REPORTS:

4A. ATTORNEY/EDPARTMENT HEADS. Oral and/or written reports from the Village Attorney and Department heads were received.

4B. FIRE DEPARTMENT. Fire Chief Jason Wiehn gave a verbal report on the activities which were conducted in the past month.

MINUTE RECORD

AUGUST 8, 2019

- PAGE 2 -

5. RESOLUTION TO SET NEW BURIAL FEES. Utility Superintendent Sell and Village Clerk Doremus explained that at present there was a \$50 additional charge for “activities occurring after 1:00 on Saturdays and no burials were authorized on Sunday or holiday, which include the day before and the day after the holiday. The \$50 did not cover the overtime our staff would need for those times. After discussion it was purposed that a charge of \$150 would be needed for any activities on Saturdays, and no burials would be allowed on holidays, which included the business day before or after the holiday. Chairman Roe then indicated it was time to consider Resolution 19-08-08.

RESOLUTION NO. 19-08-08:

WHEREAS the Village of Shelton, pursuant to Section 3-706 of the Municipal Code And Section 3-17 of the Shelton Municipal Code is authorized to set places for the sale of plots or lots within the Village Cemetery, to establish fees associated with interment and disinterment as well as the setting of stones, by resolution; and

WHEREAS the Board of Trustees of the Village of Shelton after reviewing existing rate charges and further discussions wishes to establish necessary fees for the ongoing operation of the Village of Shelton Cemetery.

NOW THEREFORE be it resolved by the Chairman and Board of Trustees of the Village of Shelton as follows:

1. The sale of lots and plots within the Village of Shelton Cemetery shall be set as follows:

a) One lot (12 plots)	\$2,800.00
b) 3/4 lot (9 plots)	\$2,100.00
c) 1/2 lot (6 plots)	\$1,400.00
d) 1/4 lot (3 plots)	\$ 700.00
e) 2 plots	\$ 475.00
f) 1 plot	\$ 250.00

2. For purchasers of any one plot who has no connections to the Village of Shelton, a charge of an additional \$1,000.00 shall be levied, of which \$500.00 shall go to the Perpetual Care Fund and \$500.00 shall go to operating expenses. “No Connection to Village of Shelton” shall not include individuals who have other family members previously buried at the Shelton Cemetery, who graduated from Shelton High School, or who have family members living within the corporate limits of the Village of Shelton.

BE IT FURTHER RESOLVED that the charge levied for a burial shall be as follows:

1. Full Burial and Dis-internment: \$400.00 of which \$200.00 shall be charged to open the grave and close following services, \$150.00 deposited into the operating account for the cemetery, \$50.00 dedicated to the perpetual care fund.

2. Cremation Burial: \$200.00 of which \$100.00 shall apply to opening the grave and closing subsequent to services, \$50.00 shall be credited to operating expenses for the cemetery; and \$50.00 shall be dedicated to the perpetual care fund.

3. All charges for internment or dis-internment shall be increased by \$150.00 for any activities occurring on Saturday. No burial is authorized on Sunday or on the following holidays, which shall include the business day before and the business day after said holiday:

- a. New Year’s Day
- b. Easter Sunday
- c. Memorial Day
- d. Independence Day (4th of July)
- e. Labor Day
- f. Thanksgiving Day
- g. Christmas Day

4. The fee associated with the placement of stones is hereby set at \$50.00.

MINUTE RECORD

AUGUST 8, 2019

- PAGE 3 -

It was then moved by Trustee Doremus, with a second by Trustee Oberg to approve Resolution No. 19-0808 as presented. Ayes: Roe, Cline, Oberg, Doremus and Keslar. Nays: None. Absent: None. Motion Carried.

6. NEW ROOF FOR LIBRARY. Due to hail damage on the roof last year the Library roof was in need of a new roof. An estimate was presented which was over \$1,600 more than the insurance company was allowing. After discussion, it was suggested that we negotiate with both the insurance company and the contractor to see if we can reach a figure they both could agree to.

7. OWNER OCCUPIED REHABILITATION GRANTS. Village Clerk Doremus presented a letter from Nebraska Department of Economic Development informing the Village that our 2019 Nebraska Affordable Housing Trust Fund Homeowner Application had been approved in the amount up to \$150,000. She and the Chairman would be meeting with the Program Representative and Lori Ferguson (who will be administrating the grant) next week to go over the contract. She also informed the board that at the last meeting the board had given their approval to submit a pre-application for CDBG Owner Occupied Rehab Funds, but that since we were successful with this first grant, we were not pursuing the CDBG grant.

8. LARM 2019-2020 RENEWAL RESOLUTION. After discussion, Chairman Roe indicated it was time to consider Resolution No. 19-08-08A.

RESOLUTION NO. 19-08-08A:

WHEREAS, The Village of Shelton is a member of the League Association of Risk Management (LARM);

WHEREAS, section 8.10 of the Interlocal Agreement for the Establishment and Operation of the League Association of Risk Management provides that a member may voluntarily terminate its participation in LARM by written notice of termination given to LARM and the Nebraska Director of Insurance at least 90 days prior to the desired termination given to and that members may agree to extend the required termination notice beyond 90 days in order to realize reduced excess coverage costs, stability of contribution rates and efficiency in operation of LARM; and

WHEREAS, the Board of Directors of LARM has adopted a plan to provide contribution credits in consideration of certain agreements by members of LARM as provided in the attached letter.

BE IT RESOLVED that the governing body of The Village of Shelton, Nebraska, in consideration of the contribution credits provided under the LARM Board's plan, agrees to Provide written notice of termination at least **180 days** prior to the desired termination date, which date shall be no sooner than September 30, 2022. (**180 day and 3 year commitment; 5% discount**).

It was then moved by Trustee Doremus, with a second from Trustee Keslar to approve Resolution No. 19-08-08A as presented. Ayes: Roe, Cline, Oberg, Doremus and Keslar. Nays: None. Absent: None. Motion Carried.

9. WATER PROJECT. No updates were available at this time.

MINUTE RECORD

AUGUST 8, 2019

- PAGE 4 -

10. 2019 LEAGUE ANNUAL CONFERENCE. Village Clerk Doremus gave the League's Program to the Board which will be held September 18th through the 20th in Lincoln. At this time no rooms were available, but she had her name on the list if any would become available. If any member was interested in going, she would like to know by the 28th of this month so she could get them registered and possibly a room.

11. RESOLUTION TO HIRE JANET ROWLING TO ASSIST IN BUDGET PREPERATION. After discussion Chairman Roe indicated it was time to consider Resolution No. 19-08-08B.

RESOLUTION NO. 19-08-08B:

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

1. That the Engagement Letter with the Village of Shelton, Nebraska, and Janet Rowling, CPA, PC of Kearney for the budget preparation of the 2019-2020 fiscal year 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 Engagement letter, 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 Resolution No. 19-08-08B as presented. Ayes: Roe, Cline, Oberg, Doremus and Keslar. Nays: None. Absent: None. Motion Carried.

12. SET DATE FOR BUDGET WORK SESSION. After discussion a date of August 22 at 7:00 PM was decided upon to have the Budget Work Session.

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

14. ADJOURNMENT. All agenda items having been considered, Trustee Oberg with a second from Trustee Doremus moved to adjourn the meeting. AYES: Roe, Oberg, Cline, Keslar and Doremus. NAYS: None. ABSENT: None. Motion Carried. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 7:53 P.M.

RESPECTFULLY SUBMITTED

BONNIE DOREMUS, MMC
VILLAGE CLERK

APPROVED:

WILLIAM C. ROE
CHAIRMAN

MINUTE RECORD

AUGUST 8, 2019
- PAGE 5 -

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 August 8, 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 notice of the meeting was published in the Shelton Clipper on August 1, 2019 and that the agenda for the meeting was posted by Assistant Village Clerk Lisa Smith at 10:30 A.M. on August 7, 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 9th day of August, 2019

BONNIE DOREMUS, MMC
VILLAGE CLERK

MINUTE RECORD

AUGUST 8, 2019

CLAIMS:

- PAGE 6 -

AMERICAN FIRE & SAFETY, LLC	LIBR ANN INSPECTION	\$25.00
ASSOCIATED SUPPLY COMPANY, INC	POOL R/M	\$180.50
BLACK HILLS ENERGY	MONTHLY SERVICE	\$746.99
BUFFALO CO SHERIFF'S OFFICE	LAW ENFORCEMENT	\$912.41
BUFFALO OUTDOOR POWER LLC	MOWER REPAIR	\$73.30
CENTRAL DIST. HEALTH DEPARTMEN	WATER TESTS	\$49.50
CHARTER COMMUNICATIONS	MONTHLY SERVICE	\$162.37
CINDY BRANDT	FIREHALL CLEANING/SUPP	\$213.46
CLIPPER PUBLISHING,INC	PUBLICATIONS	\$309.15
CONSTRUCTION RENTAL	CHAINSAW R/M	\$131.12
CULLIGAN OF GRAND ISLAND	WATER/POOL	\$9.50
CUSTOM CAGE	CAGE/POLICE VEHICLE	\$800.00
CUTTING EDGE CLEANING	COMM RM CLEANING	\$135.00
DEARBORN LIFE INSURANCE CO	FIREMEN LIFE INSURANCE	\$34.40
DETERDINGS KRNY	POOL R/M	\$125.99
GALLS LLC	POLICE EQUIP	\$332.66
GODFREY ELECTRIC LLC	SPLASH PAD REPAIR	\$337.50
HOLMES PLBG & HTG SUPPLY CO	POOL R/M	\$30.73
EMERGENCY SERVICES MARKETING	SUBSCRIPTION AGREEMENT	\$305.00
ISLAND SPRINKLER SUPPLY	PARK R/M	\$30.40
JOHN DEERE FINANCIAL	GATOR REPAIR	\$291.10
K & K CONVENIENCE STORE	JULY FUEL	\$1,668.43
K & K CONVENIENCE STORE	FUEL/FIRE DEPT	\$375.83
LARRY'S MARKET	SUPPLIES	\$70.29
LASERTEC OF NE, INC	MAY COPIER CONTRACT	\$133.56
LOCKMOBILE	POOL LOCKS	\$36.00
MCI	MONTHLY SERVICE	\$49.37
MENARDS - KEARNEY	SUPPLIES	\$661.54
MID NE AGGREGATE	SAND/SAND BAGS	\$469.72
MILLER & ASSOCIATES	1&6 YR STR PLAN	\$1,612.60
NE CENTRAL TELEPHONE CO	MONTHLY SERVICE	\$596.81
NEBRASKA DEPT OF REVENUE	SALES TAX	\$2,354.71
NEBRASKA PUBLIC POWER DIST	MONTHLY SERVICE	\$5,757.63
ONE CALL CONCEPTS	JULY LOCATES	\$13.06
VILLAGE OF SHELTON	POSTAGE	\$229.19
PRESTO X	FIREHALL PEST CONTROL	\$36.00
SCHWAN'S HOME SERVICE INC.	POOL CONCESSIONS	\$95.90
SHERWIN-WILLIAMS	STREET PAINT	\$199.02
SOS PORTABLE TOILETS, INC.	CEMETERY	\$75.00
STOREY KENWORTHY/MATT PARROTT	BILLING CARDS	\$867.02
SUNBELT RENTALS, INC	STUMP GRINDER	\$320.65
TRUELL, MURRY & ASSOC	JULY ATTORNEY FEES	\$300.00
US BANK	ENVELOPES/SUPPLIES	\$754.71
VAN DIEST SUPPLY COMPANY	CHEMICALS	\$3,815.00
VERIZON	MONTHLY SERVICE	\$422.42
WALMART COMMUNITY/RFCSELLC	POOL/PARADE	\$107.90
WILLIS REPAIR	VEHICLE REPAIRS/FIRE	\$1,476.06
WILLIS REPAIR	R/M PARTS	\$278.45
TOTAL ACCOUNTS PAYABLE		\$28,012.95
JULY PAYROLL		\$42,192.39
***** REPORT TOTAL *****		\$70,205.34