

MINUTE RECORD

REORGANIZATION AND
REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
DECEMBER 13, 2018

The reorganization 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, at 7:00 o'clock P.M. on December 13, 2018. Chairman Roe called the meeting to order at which time he led the audience and trustees in the Pledge of Allegiance to the flag and country and informed the public of the posting of the Open Meeting Act on the bulletin board in the back of the room. He then directed the Village Clerk to call roll which reflected the following: Present: Trustees: Roe, Oberg, Doremus and Keslar. ABSENT: Holley.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on December 6, 2018 and posting at 10:45 A.M. on December 10, 2018 in five (5) public places in the Village of Shelton, Nebraska, as follows: Larry's Market, Shelton Clipper, Cornerstone Bank, Post Office and Village Office, all as shown by Affidavit of Publication and 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 advance 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. It was moved by Trustee Doremus to approve the consent agenda which included A) waive the reading and approve minutes of the regular meeting of November 9, 2018, the special work session of November 15, 2018 and the special meeting of December 3, 2018; B) accepting the financial statement as presented; and C) approval of the claims for payment. This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Oberg, Doremus and Keslar. NAYS: None. ABSENT: Holley. Motion Carried.

3. REPORT OR REMARKS FROM OUTGOING BOARD MEMBERS. Due to the fact that Trustee Holley was not in attendance, there were no report or remarks from outgoing board members.

4. ADJOURNMENT. All agenda items having been considered, Trustee Doremus with a second from Trustee Oberg moved to adjourn the meeting. AYES: Roe, Oberg, Doremus and Keslar. NAYS: None. ABSENT: Holley. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 7:02 P.M.

1. ELECTION OF CHAIRMAN PRO TEMP. Trustee Doremus nominated Trustee Roe as Chairman Pro Temp. AYES: Oberg, Doremus and Keslar. ABSTAINS: Roe. ABSENT: None.

2. & 3. CALL MEETING TO ORDER AND ROLL CALL Chairman Pro Temp then called the meeting to order 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 directed the Village Clerk to call roll which reflected the following: Present: Trustee Roe, Doremus, Oberg and Keslar. Absent: None.

MINUTE RECORD

DECEMBER 13, 2018

- PAGE 2 -

4. CREDENTIALS OF NEWLY ELECTED BOARD MEMBERS PRESENTED. Doug Cline and Cliff Keslar presented their credentials to the Village Clerk.

5. CLERK ADMINISTERS OATH OF OFFICE TO NEW BOARD MEMBERS. The Village Clerk then administered the oath of office to Doug Cline and Cliff Keslar as newly elected Trustees.

6. BOARD ELECTS A CHAIRMAN OF BOARD OF TRUSTEES. Trustee Doremus nominated Trustee Roe for the Chairperson position. This received a second from Trustee Keslar with the vote as follows: AYES: Oberg, Cline, Doremus and Keslar. NAYS: None. ABSENT: None. ABSTAINS: Roe. It was then declared that William Roe would serve as Chairman of the Board of Trustees.

7. BOARD ELECTS A VICE-CHAIRMAN OF THE BOARD OF TRUSTEES. Trustee Doremus then nominated Trustee Keslar as Vice-Chairman of the Board of Trustees. This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Cline, Oberg and Doremus. NAYS: None. ABSTAINS: Keslar. ABSENT: None. Motion Carried. It was then declared that Cliff Keslar would serve as Vice-Chairman of the Board of Trustees.

8. CHAIRMAN NOMINATES CANDIDATES FOR APPOINTED OFFICES FOR BOARD APPROVAL. Chairman Roe then appointed the following for the appointed offices and Standing Committees of the Village:

Village Administrative Clerk (Clerk/Treasurer) – Bonnie Doremus

Chief of Police – Ryan Clark

Utilities Superintendent – Dan Sell

Administrative Zoning Officer/Official - Not specified. Dan Sell by default

City Street Superintendent – Reed Miller

Village Attorney – James Truell (Truell, Murray & Associates)

Village Engineer – Miller & Associates, Consulting Engineers

Emergency Management Director – Fire Chief Jason Wiehn

Police Commissioner – Chairman Roe

Street & Alley Committee – Trustees Cline and Keslar

Water & Sewer Committee – Trustees Doremus and Oberg

Board of Health – Chairman Roe, Trustee Keslar and Chief Clark

Pool & Park Committee – Trustees Cline and Oberg

It was then moved by Trustee Doremus to approve Chairman Roe's appointments to the Offices and Standing Committees. 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.

9. CHAIRMAN NOMINATES AND REAFFIRMS APPOINTIVE BOARDS, COMMISSIONS AND TERMS FOR BOARD APPROVAL. Chairman Roe appointed and reaffirmed the terms of the Boards and Commissions as follows:

MINUTE RECORD

DECEMBER 13, 2018

- PAGE 3 -

CEMETERY ADVISORY COMMITTEE

Cyndi Ryan
Scott Stubblefield
Mark Hadenfeldt
Ed Lowe
Nancy Widdowson

HOUSING AUTHORITY BOARD

(five-member board – five-year terms 2-205)

Henry Brandt	Expires Dec. 2023
Jerilyn Smith	Expires Dec. 2019
Tony Crouse	Expires Dec. 2020
Cindy Moninger	Expires Dec. 2021
Sharon Myers	Expires Dec. 2022

LIBRARY BOARD

(four-member board 2-403)

Leanne Lacey
Brandon Quick
Linda VanOrsdall
Patty Wiehn

BOARD OF PARK COMMISSIONERS

(five-member board – one-year term 2-204)

Shilo Oberg
Karlie Kohl
Nathan Kosse
Vacant
Vacant

PLANNING COMMISSION

(seven-member board – three-year terms 2-202)

Phil Brandt	Expires	Dec, 2023
Vacant	Expires	Dec, 2023
Clark Plihal	Expires	Dec, 2019
Dwight Walton	Expires	Dec, 2019
Marlin Schroeder	Expires	Dec, 2020
Trevor Reeder	Expires	Dec, 2020
Paul Filsinger	Expires	Dec, 2021

TREE BOARD

(five-member board – three-year terms 2-213)

Vacant	Expires December, 2021
Philip Brandt	Expires December, 2021
Vacant	Expires December, 2021
Vacant	Expires December, 2019
Vacant	Expires December, 2020

MINUTE RECORD

DECEMBER 13, 2018

- PAGE 4 -

Trustee Doremus moved and Trustee Oberg seconded the motion to approve Chairman Roe's nominations and reaffirmations of each of the above boards at this time. The following vote was recorded by the Clerk: AYES: Roe, Cline, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

10. CHAIRMAN DECLARES VACANCIES. Chairman Roe then declared one vacancy on the Planning Commission, two on the Board of Park Commissioners and four on the Tree Board and directed the clerk to advertise to fill the vacancies.

11.. CHAIRMAN DESIGNATES THE LEGAL NEWSPAPER FOR THE VILLAGE. Chairman Roe then designated the Shelton Clipper as the legal newspaper for the Village. A motion was made by Trustee Keslar to approve the Shelton Clipper as the legal newspaper for the Village of Shelton. It was seconded by Trustee Doremus. AYES: Roe, Cline, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

12. ATTORNEY/DEPARTMENT HEAD REPORTS. Attorney Truell gave the board a verbal report. Verbal and written reports were received from Administrative Clerk Doremus, Utility Superintendent Sell and Police Chief Clark.

14. ADOPTION OF NEW ZONING ORDINANCE. Bobbi Pettit was again present to answer any questions the board might have regarding the new zoning ordinance. After discussion it was the consensus that the board was now ready to consider the passage of this ordinance.

17. NPPD LEASE AGREEMENT. After discussion of the a new 25 year lease agreement with Nebraska Public Power District the consensus of the board was that they were also ready to consider the passage of this ordinance.

Chairman Roe then declared it was now time to consider Ordinance No. 820 and No. 821.

Ordinance No. 820 – An Ordinance to adopt the zoning regulations of the Village of Shelton
Ordinance No. 821 – An Ordinance granting NPPD the right & franchise for 25 years to erect, operate and maintain an electric light and power system in the Village of Shelton

Whereupon, it was moved by Trustee Oberg, seconded by Trustee Keslar 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 Ordinances No. 820 and No. 821 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, Cline, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

MINUTE RECORD

DECEMBER 13, 2018

- PAGE 5 -

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 Ordinances No. 820 and No. 821 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, Cline, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

Following the reading of Ordinances No. 820 and No. 821 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 Ordinances No. 820 and No. 821 and the following vote was recorded for Ordinance No. 820 and 821: AYES: Roe, Cline, Oberg, Keslar and Doremus. NAYS: None. ABSENT: None. Motion Carried. Whereupon, the Chairman declared that five members of the Board having voted in the affirmative for the passage and approval of Ordinances No. 820 and No. 821 and said Ordinances duly passed and adopted as Ordinances of the Village of Shelton, Nebraska.

Whereupon, it was moved by Trustee Oberg, seconded by Trustee Doremus that said Ordinances No. 820 and No. 821 be published in pamphlet form. AYES: Roe, Cline, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

13. FIRE DEPARTMENT COMMUNICATIONS. Fire Chief Jason Wiehn gave the board a verbal report on what was happening in his department.

17. NPPD LEASE AGREEMENT. Village Clerk Doremus asked the board to go back to this agenda item. Although an ordinance was passed, a resolution was needed to approve the operating agreement. Chairman Roe then indicated it was time to consider Resolution No. 18-12-13.

RESOLUTION NO. 18-12-13:

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

1. That the Professional Retail Operations Agreement between Nebraska Public Power District. and the Village of Shelton, in the form presented to this Governing Body, and the same hereby is approved and accepted.
2. That the Chairman of the Governing Body and Village Clerk be and hereby are authorized and directed to execute said agreement on behalf of and in the name of the Village of Shelton, Nebraska and that an executed copy of the same 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 pass and adopt Resolution No. 18-12-13 as presented. AYES: Roe, Cline, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

MINUTE RECORD

DECEMBER 13, 2018

- PAGE 6 -

15. PROPERTY ANNEXATION/ANNEXATION ORDINANCE. Several letters had been received from landowners opposing the annexation of their properties. A presentation from Clark Plihal as a proponent of the annexation was given. After discussion, it was moved by Trustee Doremus to table any action on this agenda item to the January regular meeting. This received a second from Trustee Keslar with the vote as follows: AYES: Roe, Cline, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

16. TAX INCREMENT FINANCING (TIF)/ORDINANCE TO CREATE A COMMUNITY REDEVELOPMENT AUTHORITY (CRA). Village Attorney Truell explained to the board the creation and responsibilities of the CRA and indicated an ordinance would be prepared for the January meeting for the board's consideration.

18. CUSTOMER WATER LEAK/BILL ADJUSTMENTS POLICY. Village Clerk Doremus explained that the current policy her office has is if the water runs through the meter, the customer pays for it. There has been a request for the customer to just pay for the average of their usage since sometimes it takes awhile to find and fix the leak. After some discussion it was moved by Trustee Keslar, with a second from Trustee Doremus to reaffirm the current policy. AYES: Roe, Cline, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried. It was then directed to have a resolution prepared for the January meeting which would then have the policy in writing.

19. EMPLOYEE EVALUATIONS. Village Clerk Doremus explained to the board that in the current employee manual it states that Department Head evaluations should be done in January and June. After discussion, Chairman Roe directed the Clerk to prepare an amendment to the employee manual to change this to annual evaluations held in June.

20. AMBULANCE CDs #77634 AND #77635. Several members of the Fire Department discussed the need to have a reliable backup for the existing Ambulance and felt money needed to be accessible for this to be accomplished. After further discussion, it was moved by Trustee Doremus to authorized Village Clerk, Bonnie Doremus to cash in CD #77634 and #77635 and reinvest the funds with NPAIT. This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Oberg, Keslar, Cline and Doremus. NAYS: None. ABSENT: None. Motion Carried.

21. ADJOURNMENT. All agenda items having been considered, Trustee Doremus with a second from Trustee Cine moved to adjourn the meeting. AYES: Roe, Cline, Oberg, Keslar and Doremus. NAYS: None. ABSENT: None. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 9:14 P.M.

RESPECTFULLY SUBMITTED

BONNIE DOREMUS, MMC
VILLAGE CLERK

APPROVED:

WILLIAM C. ROE
CHAIRMAN

MINUTE RECORD

DECEMBER 13, 2018

- PAGE 7 -

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 December 13, 2018 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 Assistance Village Clerk Lisa Smith at 10:45 A.M. on December 10, 2018 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 17th day of December, 2018.

BONNIE DOREMUS, MMC
VILLAGE CLERK

MINUTE RECORD

DECEMBER 13, 2018

- PAGE 8 -

CLAIMS:

AURORA COOPERATIVE	DSL FUEL	2,403.58
BLACK HILLS ENERGY	MONTHLY SERVICE	681.63
BUFFALO CO ELECTION COMM	ELECTION	163.88
BUFFALO CO SHERIFF'S OFFICE	LAW ENFORCMT/NOV/DEC	1,724.11
BUILDERS - KEARNEY	CELL CASES/ADOPTORS	160.97
BUSINESS WORLD PRODUCTS	SHOP SUPPLIES	56.98
CHARTER COMMUNICATIONS	MONTHLY SERVICE	154.99
CHEMSEARCH	SEWER R/M	1,172.00
CINDY BRANDT	FIRE HALL CLEANING	100.00
CLIPPER PUBLISHING, INC	NOV PUBLICATIONS	153.22
CNA SURETY DIRECT BILL	UTIL SUPER/CHAIR BONDS	200.00
CUTTING EDGE CLEANING	NOV CLEANING/COMM RM	120.00
DATA TECHNOLOGIES, INC.	LICS/SUPPORT FEES	2,901.24
DEARBORN NATIONAL	DEC PREMIUM/FIREMEN	55.04
DYNAMIC T'S SCREEN PRINTING	SAFETY T'S/HOODIES	129.00
GRAND ISLAND INDEPENDENT	WINTER SPORTS SPONSOR	33.00
JANET ROWLING, PC	18/19 BUDGET	1,650.00
JOHN DEERE FINANCIAL	SHOP SUPPLIES	46.34
K & K CONVENIENCE STORE	NOV FUEL	761.74
K & K CONVENIENCE STORE	NOV FUEL/FIRE DEPT	120.39
LARRY'S MARKET	OFFICE & LIBRARY SUPPLIES	48.26
LASERTEC OF NE, INC	NOV PAGEPACK CONTRACT	56.14
LEAGUE OF NEBR MUNICIPALITIES	2019 ANNUAL CONFERENCE	445.00
LOCKMOBILE	POOL KEYS	13.20
MCI	MONTHLY SERVICE	27.13
MENARDS - KEARNEY	SHOP SUPPLIES	219.85
MICHAEL TODD & CO, INC	SNOW BLADES	906.45
MID NE AGGREGATE	SAND	170.60
MILLER & ASSOCIATES	WATER TOWER REHAB	4,346.40
MUNICIPAL SUPPLY INC	WATER CLAMPS	225.35
NE CENTRAL TELEPHONE CO	MONTHLY SERVICE	499.33
NEBRASKA DEPT OF REVENUE	SALES TAX	2,076.21
STATE OF NEBRASKA	SEWER/ WATER LOANS	68,498.97
NE PUBLIC HEALTH ENVIRO LAB	WATER TESTS	467.00
NEBRASKA PUBLIC POWER DIST	MONTHLY SERVICE	5,078.51
ONE CALL CONCEPTS	NOV LOCATES	8.31
CHIEF TIM LORDINO, PCAN TREAS	ANNUAL MEMBERSHIP	20.00
PETTY CASH	POSTAGE	173.47
PRESTO X	FIRE HALL PEST CONTROL	35.00
READY MIXED CONCRETE, INC	STREET R/M	317.50
SOUTH CENTRAL ECONOMIC	BAL OF COMP PLANNING PKG	12,000.00
SUNBELT RENTALS, INC	SAFETY EQUIP	176.47
TITAN MACHINERY - OMAHA	LOADER R/M	132.00
TRACTOR SUPPLY CREDIT PLAN	SPRAYER R/M	29.03
TRUELL, MURRY & ASSOC	NOV LEGAL FEES	760.00
US BANK	OFFICE & LIBRARY SUPPLIES	1049.38
VERIZON	SERVICE + EQUIP	1178.28
WILLIS REPAIR	TIRES/SHOP SUPPLIES	1447.20
TOTAL ACCOUNTS PAYABLE		113,193.15
PAYROLL CHECKS (3 PAYROLLS IN NOV)		38,175.16
***** REPORT TOTAL *****		151,368.31