

MINUTE RECORD

REORGANIZATION AND
REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
DECEMBER 12, 2019

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 12, 2019. 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 Cline. ABSENT: Keslar.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on December 5, 2019 and posting at 9:30 A.M. on December 5, 2019 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.

1. ELECTION OF CHAIRMAN PRO TEMP. Trustee Doremus nominated Trustee Roe as Chairman Pro Temp. This received a second from Trustee Oberg with the vote as follows: AYES: Oberg, Doremus and Cline. ABSTAINS: Roe. ABSENT: Keslar.

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 Cline. Absent: Keslar.

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

5. 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. ABSENT: Keslar. Motion Carried. It was then declared that Cliff Keslar would serve as Vice-Chairman of the Board of Trustees.

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6. 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 and Doremus. NAYS: None. ABSENT: Keslar. Motion Carried.

7. 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:

HOUSING AUTHORITY BOARD

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

Henry Brandt	Expires Dec. 2023
Jerilyn Smith	Expires Dec. 2024
Tony Crouse	Expires Dec. 2020
Cindy Moninger	Expires Dec. 2021
Sharon Myers	Expires Dec. 2022

LIBRARY BOARD

(five-member board 2-403 – four-year terms)

Leanne Lacey	Expires Dec 2021
Brandon Quick	Expires Dec 2021
Linda VanOrsdall	Expires Dec 2022
Patty Wiehn	Expires Dec 2022
Vacant	Expires Dec 2022

BOARD OF PARK COMMISSIONERS

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

Shilo Oberg
Nathan Kosse
Vacant

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PLANNING COMMISSION

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

Phil Brandt	Expires	Dec, 2021
Cindy Keslar	Expires	Dec, 2021
Clark Plihal	Expires	Dec, 2022
Dwight Walton	Expires	Dec, 2022
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)

Cindy Keslar	Expires	December, 2021
Philip Brandt	Expires	December, 2021
Randal Gunn	Expires	December, 2021
Vacant	Expires	December, 2019
Vacant	Expires	December, 2020

It was explained that the Cemetery Advisory Committee had never formally been formed by ordinance and therefore they were unable to appoint to that committee. It was directed to have an ordinance ready for the January meeting so they can then appoint.

It was then moved by Trustee Oberg, with a second from Trustee Cline to approve and reaffirm the committees and boards as presented. Ayes: Roe, Oberg and Cline. Abstains: Doremus. Absent: Keslar. Motion Carried.

8. CHAIRMAN DECLARES VACANCIES. Chairman Roe then declared one vacancy on the Library Board, one on the Board of Park Commissioners and two on the Tree Board.

9. CHAIRMAN DESIGNATES THE LEGAL NEWSPAPER FOR THE VILLAGE. Chairman Roe then designated the Shelton Clipper as the legal newspaper for the Village.

10. CONSENT AGENDA. The Consent Agenda was presented as follows: A) Waive the reading and approve minutes of regular meeting of November 14, 2019, B) Accept the financial report and C) Approve Carlie Hawks as a new member of the SVFR. It was then moved by Trustee Doremus to approve the consent agenda as presented. This received a second from Trustee Oberg with the vote as follows: Ayes: Roe, Doremus, Oberg and Cline. Nays: None. Absent: Keslar. Motion Carried.

11. RENEWAL OF AMBULANCE CD#77636. After discussion, it was moved by Trustee Roe to redeem this CD and invest the funds in NPAIT. This received a second from Trustee Doremus with the vote as follows: Ayes: Roe, Doremus, Oberg and Cline. Nays: None. Absent: Keslar. Motion Carried.

12. REPORTS. Reports were given by the Fire Department, Attorney and Department heads.

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Chairman Roe indicated it was now time to hold a Public Hearing at which time the meeting was adjourned, and the Public hearing was called to order at 7:15 PM.

PUBLIC HEARING REGARDING THE ONE-AND SIX YEAR STREET IMPROVEMENT PROGRAM.

Village Engineer Reed Miller presented the board with a program of maintenance only for the one year and improvements to "A", "B", Railroad, First, Third and "D" Streets for the six-year program.

After discussion and hearing no more comments from the public, Chairman Roe closed the public hearing at 7:23 PM at which time he called the Board of Trustees meeting back to order 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, Cline and Doremus. Absent: Keslar.

13. ONE- AND SIX- YEAR STREET IMPROVEMENT PROGRAM. Chairman Roe then indicated it was time to consider Resolution No. 19-12-12.

RESOLUTION NO. 19-12-12:

BE IT RESOLVED by the Village Board of Trustees of Shelton, Nebraska that the attached One- and Six- Year Street Improvement Program is hereby approved and adopted by said Board of Trustees. The said Board of Trustees attests that the Notice of Public Hearing was posted in the following three public places:

Larry's Market
Cornerstone Bank of Shelton
Shelton Clipper.

It was then moved by Trustee Doremus, with a second from Trustee Oberg to approve and adopt Resolution No. 19-12-12 as presented. AYES: Roe, Doremus, Oberg and Cline. NAYS: None. ABSENT: Keslar. Motion Carried.

14. SPECS FOR WATER PROJECT (REPLACING WATER MAIN ON C STREET FROM 2ND TO 8TH STREET AND ON RAILROAD STREET PLUS VALVES AND FIRE HYDRANTS REPLACEMENTS WITH MAPPING OF SYSTEM). Reed Miller with Miller and Associates Engineering reported that the specs were basically done but wanted more time to go over everything again to make sure everything was included. He felt he could send the plans to the State for approval and have the final specs for the board to approve at the January meeting. This would still allow a bid date for the end of January and the bid award could be done at the February meeting.

16. & 17. SCORING OF PROPOSALS RECEIVED FOR THE LEAD BASED PAINT AND HOUSING ADMINISTRATION/MANAGEMENT SERVICES AS IT RELATED TO THE OOR PROJECT. Lori Ferguson with South Central Economic Development District explained that there had been two proposals received for each service and that the board members now needed to score these proposals. After some discussion, the scoring was done, and Ms. Ferguson would tally them and report back to the board.

15. NUISANCE COMPLAINTS REGARDING 605 PHELPS DR. The owners of this property were present to address the complaints relating to farm equipment and parts being piled on the premises. After discussion the owners stated they would comply with the ordinances but would need 30 days with a possibility of an additional 15-day extension due to his health. After further discussion it was moved by Trustee Doremus to table any action with regards to the property with a review of the progress to be placed on the January meeting. This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Doremus, Oberg and Cline. NAYS: None. ABSENT: Keslar. Motion Carried.

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18. APPROVAL OF A FIRM TO PROVIDE LEAD BASED PAINT SERVICES FOR THE VILLAGE'S OWNER OCCUPIED REHABILITATION PROJECT. Lori Ferguson reported to the board that the firm receiving the highest tallied score for the Lead Based Paint Service was CDS Inspections and Beyond, Inc. from Plainview, NE. After discussion it was moved by Trustee Doremus, with a second from Trustee Oberg to approve CDS Inspections and Beyond, Inc as the firm to supply the Lead Based Paint Services. Ayes: Roe, Doremus, Oberg and Cline. Nays: None. Absent: Keslar. Motion Carried.

19. APPROVAL OF A FIRM TO PROVIDE HOUSING MANAGEMENT SERVICES FOR THE VILLAGE'S OWNER OCCUPIED REHABILITATION PROJECT. Lori Ferguson reported to the board that the firm receiving the highest tallied score for the Management Services was also CDS Inspections and Beyond, Inc. from Plainview, NE. After discussion it was moved by Trustee Doremus, with a second from Trustee Oberg to approve CDS Inspections and Beyond, Inc as the firm to supply the Management Services. Ayes: Roe, Doremus, Oberg and Cline. Nays: None. Absent: Keslar. Motion Carried.

20. POLICE OFFICER VACANCY. A resignation letter from Police Officer Schmidt addressed to Police Chief Clark was shared with the board. The resignation was effective December 1, 2019. Trustee Cline questioned the expense of sending our officers through the Police Training Academy. It was reported that our cost was about \$2,200 (included meals, supplies and some small fees) plus the wages we pay during that time. It was discussed that maybe this would be the time to dissolve the Police Department and contract with the Buffalo County Sheriff Department for our law enforcement. After much discussion, it was moved by Trustee Roe with a second from Trustee Doremus to begin the search for a new police officer for the Village. Ayes: Roe, Doremus and Oberg. Nays: Cline. Absent: Keslar. Motion Carried.

A discussion also was had regarding the unfulfilled Training Contract Officer Schmidt had signed (the two-year obligation was not fulfilled until April of next year). After this discussion it was directed to have the attorney look over this contract and discuss options at the next regular board meeting.

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

22. ADJOURNMENT. All agenda items having been considered, Trustee Doremus with a second from Trustee Oberg moved to adjourn the meeting. AYES: Roe, Oberg, Cline, and Doremus. NAYS: None. ABSENT: Keslar. Motion Carried. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 8:30 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 December 12, 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 Village Clerk Bonnie Doremus at 9:30 A.M. on December 5, 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 17th day of December, 2019

BONNIE DOREMUS, MMC
VILLAGE CLERK