

MINUTE RECORD

REORGANIZATION AND
REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
DECEMBER 10, 2020

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, and via a Zoom platform at 7:00 o'clock P.M. on DECEMBER 10, 2020.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on, December 3, 2020 and posting at 9:30 A.M. on December 3, 2020 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, Keslar and Reutzel. 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 led the audience in the Pledge of Allegiance. He then directed the Village Clerk to call roll which reflected the following: Present: Trustee Roe, Doremus, Oberg, Keslar and Reutzel. Absent: None.

4. CREDENTIALS OF NEWLY ELECTED BOARD MEMBERS PRESENTED. Administrative Clerk collected the credentials from the newly elected board members Roe, Oberg and Doremus. Since all were sworn in four years prior, no new oath of office was required.

5. 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, Reutzel, Keslar and Doremus. NAYS: None. ABSENT: None. ABSTAINS: Roe. It was then declared that William Roe would serve as Chairman of the Board of Trustees.

6. 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, Reutzel, Keslar, Oberg and Doremus. NAYS: None. ABSENT: None. Motion Carried. It was then declared that Cliff Keslar would serve as Vice-Chairman of the Board of Trustees.

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7. CHAIRMAN NOMINATES CANDIDATES FOR APPOINTED OFFICES FOR BOARD APPROVAL. Chairman Roe then moved to appoint the following for the appointed offices 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

This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Reutzel, Oberg, Keslar and Doremus. NAYS: None. ABSENT: None. Motion Carried.

Chairman Roe then moved to appoint the following for the appointed Standing Committees of the Village:

Police Commissioner – Chairman Roe
Street & Alley Committee – Trustees Reutzel and Keslar
Water & Sewer Committee – Trustees Doremus and Oberg
Board of Health – Chairman Roe, Trustee Keslar and Chief Clark
Pool & Park Committee – Trustees Reutzel and Oberg

This received a second from Trustee Doremus with the vote as follows: AYES: Roe, Reutzel, Oberg, Keslar and Doremus. NAYS: None. ABSENT: None. Motion Carried.

8. CHAIRMAN NOMINATES AND REAFFIRMS APPOINTIVE BOARDS, COMMISSIONS AND TERMS FOR BOARD APPROVAL. Chairman Roe moved to 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. 2025
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

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BOARD OF PARK COMMISSIONERS

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

Shilo Oberg
Nathan Kosse
Vacant

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, 2023
Trevor Reeder	Expires	Dec, 2023
Vacant	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

This received a second from Trustee Doremus with the vote as follows: Ayes: Roe, Oberg, Keslar, Doremus and Reutzel. Absent: None. Motion Carried.

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

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

11. CHAIRMAN DESIGNATES BANK DEPOSITORIES FOR THE VILLAGE. Chairman Roe then designated Cornerstone Bank, NPAIT (Nebraska Public Agency Investment Trust) and Union Bank and Trust dba NFIT (Nebraska Financial Investment Trust) as depositories for the Village.

11A. APPLICATION FOR INVESTMENT OF FUNDS FOR 2021. Chairman Roe, with the consent of the Trustees, then approved the Application of Candi J. Sanders, Associate Vice President of Union Bank and Trust to invest the funds of the Village of Shelton in accordance with section 13-801 et.seq. Neb. Rev. Stat.

12. CONSENT AGENDA. It was then moved by Trustee Oberg to approve the consent agenda which included: A) Waive Reading and approve minutes of Regular meeting of November 12, 2020 and Special meeting of November 19, 2020 and B) Accept Financial Report. This received a second from Trustee Doremus with the vote as follows: Ayes: Roe, Oberg, Keslar, Doremus and Reutzel. Absent: None. Motion Carried.

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13. REPORTS. Written, texted and verbal reports were received from the Fire Department, Attorney, Administrative Clerk, Police Chief and Utility Superintendent.

14. REPLACEMENT OF WATER TOWER PRESSURE VALVE. Utility Superintendent Sell reported that this safety pressure valve which was over 25 years old was showing signs of failure and needed to be replaced. The cost was somewhere around \$1,400 and was asking permission to spend the money. It was then moved by Trustee Oberg to have the valve replaced. This received a second from Trustee Doremus with the vote as follows: Ayes: Roe, Oberg, Keslar, Doremus and Reutzel. Absent: None. Motion Carried.

15. PURCHASE OF NEW FIRE RESCUE TRUCK. Fire Chief Wiehn presented the Board with the proposed Fire Rescue Truck approved by the Volunteer Fire and Rescue Department. During the discussion of the Truck purchase, it was indicated that the Rural Fire Department may also be looking to purchase a Rescue Truck, which would be a duplication of our efforts. After further discussion, it was moved by Trustee Doremus to table action on this purchase to the January meeting, allowing time to contact the Rural Fire Board and to investigate their plans before we proceed with the purchase. This received a second from Trustee Oberg with the vote as follows: Ayes: Roe, Oberg, Keslar, Doremus and Reutzel. Absent: None. Motion Carried.

16. ISSUANCE OF PUBLIC SAFETY TAX ANTICIPATION BONDS SERIES 2020 NOT TO EXCEED \$310,000 FOR THE PURPOSE OF ACQUIRING PUBLIC SAFETY EQUIPMENT (AMBULANCE & RESCUE TRUCK). Due to delaying the purchase of the Rescue Truck, Chairman Roe indicated we would revisit this agenda item at the January meeting.

17. REFUNDING OF 2016 HIGHWAY BONDS. Andrew Forney with DA Davidson addressed the Board regarding refunding the 2016 Highway Bonds when they become eligible in May of 2021. The lower percent rate even with the additional fees to do the refunding would save the Village approximately \$31,000. The Board indicated they were interested in pursuing this when the time comes about.

18. WATER IMPROVEMENT PROJECT

18A. ACCEPTANCE OF CHANGE ORDER #2 AND SUBSTANTIAL COMPLETION AND APPROVAL OF PAY REQUEST #6 FROM MIDLAND CONTRACTING, INC. Tyler Hillmer from Miller & Associates explained that the job was completed and that there was a one-year warranty from the date of substantial completion. After discussion Chairman Roe indicated it was time to consider Resolution No. 20-12-10A.

RESOLUTION NO. 20-12-10A:

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

1. Engineers for the Village of Shelton, Miller & Associates, have delivered to the Village a Change Order No. 2 and a Certificate of Substantial Completion for the Water Improvement Project and the Village Board of Trustees hereby accepts the said Change Order and Certificate
2. The Contractor, Midlands Contracting, Inc, has delivered to the Village their invoice consisting of materials and labor with regards to the Water Improvement Project and the invoice set out below is hereby approved, and the Governing Board finds services have been received by the Village and work has been performed and claims therefore are hereby allowed as follows:

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MIDLAND'S CONTRACTING, INC

Completed	\$506,476.69
Less no retainage	(0.00)
Less prior payments	(464,831.20)
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Total claim	\$ 41,645.49

3. That the Village Clerk be hereby is authorized and directed to issue and deliver payment in the amount of \$41,645.49 to Midlands Contracting, Inc of Kearney, Nebraska within ten days from the date thereof for the work performed as set forth and approved.

It was then moved by Trustee Keslar, with a second from Trustee Doremus to approve and adopt Resolution No. 20-12-10A as presented. Ayes: Roe, Oberg, Keslar, Doremus and Reutzel. Absent: None. Motion Carried.

18B. APPROVAL OF INVOICE FROM MILLER & ASSOCIATES. Chairman Roe then indicated it was time to consider Resolution No. 20-12-10B.

RESOLUTION NO. 20-12-10B:

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

1. The Engineers for the Village, Miller & Associates, have theretofore delivered to the Village their invoice No. 20 1070 consisting of submittals, on-site construction observation services, preparation of As-Recorded drawings, review of contractor's payroll submittals as required by NDEE-SRF funding, as delineated in Section 1.5, for the months of September and October, 2020, per our Agreement dated March 21, 2019 is hereby approved.
2. That the Village Clerk be, and hereby is, authorized and directed to issue and deliver payment in the amount of \$2,674.05 to Miller & Associates of Kearney, Nebraska within ten days from the date thereof for the work performed as set forth and approved.

It was then moved by Trustee Doremus with a second from Trustee Oberg to approve and adopt Resolution No. 20-12-10B as presented. Ayes: Roe, Oberg, Keslar, Doremus and Reutzel. Absent: None. Motion Carried.

19. CEMETERY MAPPING. Utility Superintendent Sell and Tyler Hillmer from Miller & Associates presented to the board a project to inventory cemetery lots to make it easier to see what were still available for sale, etc. After discussion, the board asked Mr. Hillmer to get a cost estimate for the project.

20. POLICE TRAINING CONTRACT WITH EVAN SCHMIDT. The fact that Mr. Schmidt left our employment to work for Buffalo County before his contract was fulfilled left the board to try to figure out how to pursuit the amount owed. It had been reported that the Sheriff's Office was willing to give us hours of coverage to help off set what is owed to the Village by Mr. Schmidt. After discussion, Village Attorney Truell was directed to contact the Sheriff's department and ask for a resolution in the value of \$2,187.50 (prorated liquidated damages - five months of the unfulfilled contract at \$437.50 per month).

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21. CLAIMS. After review, it was moved by Trustee Doremus, seconded by Trustee Oberg to pay the claims as presented. Ayes: Roe, Oberg, Keslar, Reutzel and Doremus. Nays: None. Absent: None. 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, Doremus, Keslar, Reutzel and Oberg. NAYS: None. ABSENT: None. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 8:25 P.M.

RESPECTFULLY SUBMITTED

BONNIE DOREMUS, MMC
VILLAGE CLERK

APPROVED:

WILLIAM C. ROE
CHAIRMAN

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 10, 2020 at the Community Room, 219 "C" Street, Shelton, NE 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 published in the Shelton Clipper on December 3, 2020 and posted by Assistant Clerk/Treasurer Lisa Smith on December 3, 2020 in five public places in the Village of Shelton, as follows: Village Office, Cornerstone Bank, Shelton Clipper, Post Office, and Larry's Market.

Dated this 11th day of December, 2020.

BONNIE DOREMUS, MMC
VILLAGE CLERK