

MINUTE RECORD

REORGANIZATION AND
REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
DECEMBER 16, 2021

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 16, 2021.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on, December 9, 2021 and posting at 11:10 A.M. on December 8, 2021 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 Oberg nominated Trustee Doremus as Chairman Pro Temp. This received a second from Trustee Reutzel with the vote as follows: AYES: Oberg, Doremus and Reutzel. ABSENT: Roe and 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 led the audience in the Pledge of Allegiance. He then directed the Village Clerk to call roll which reflected the following: Present: Trustee Doremus, Oberg and Reutzel. Absent: Roe and Keslar.

4., 5., and 6. BOARD ELECTS A CHAIRMAN, VICE CHAIRMAN OF BOARD OF TRUSTEES AND APPOINTS OFFICES. Trustee Doremus moved to elect Trustee Roe for the Chairperson position, Trustee Keslar as Vice-Chairman and appointed offices as follows:

Village Administrative Clerk (Clerk/Treasurer) – Bonnie Doremus
Chief of Police – Ryan Clark
Utilities Superintendent – Brett Gillming
Administrative Zoning Officer/Official - Not specified. Brett Gillming 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 Taryn Hawks

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

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11. 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 11, 2021; B) Accept Financial Report and approve Francisco Portillo as a new member of the SVFR. This received a second from Trustee Reutzel with the vote as follows: Ayes: Oberg, Doremus and Reutzel. Absent: Roe and Keslar. Motion Carried.

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

15. AMENDMENT TO HEARTLAND DISPOSAL CONTRACT. Brett Darrough reported to the Board that do to rising costs he was requesting an amendment to our current contract. This would raise the weekly service by \$1.36, senior rate by \$1.00, monthly rate by \$1.00 extra trash tote by \$1.00 and recycling by \$.50. After discussion, the board decided it was time to consider Resolution No. 21-12-16.

RESOLUTION NO. 21-12-16:

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

1. The Addendum to the Contract with the Village of Shelton, Nebraska, and Heartland Disposal, Inc for solid waste collection dated December 10, 2015 which raises the amount per household for the service 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 Addendum on behalf of, and in the name of the Village of Shelton, Nebraska and that an executed copy of said Addendum be affixed to this resolution and, by reference, made a part of these official proceedings.

It was then moved by Trustee Oberg, with a second from Trustee Reutzel to approve and adopt Resolution No. 21-12-16 as presented. Ayes: Oberg, Doremus and Reutzel. Absent: Roe and Keslar. Motion Carried.

16. NEW GARBAGE RATES FOR RESIDENTS. Village Clerk Doremus addressed the Board and relayed concerns that we were now in a position we would need to raise some of the rates to our residents because of the new amended rates to Heartland Disposal. After some discussion it was determined more facts and options would be given on the subject at the January meeting.

PUBLIC HEARING

It being of the hour of 7:24, Trustee Oberg, with a second from Trustee Doremus moved to adjourn the Board of Trustees meeting. Ayes: Oberg, Doremus and Reutzel. Absent: Roe and Keslar. Motion Carried. Trustee Doremus then called the Public Hearing to order explaining that the purpose of the Public Hearing to hear arguments for or against the revisions to the current and Future Land Use maps. Darren Robinson and Kelsey Knehans from Buffalo Economic Development explained that this was something that needed to happen in order to proceed with Matt Andrews TIF application approval. It was noted that the Planning Commission had met and after their public hearing was recommending these revisions. Hearing nothing from the public and having all questions answered, the Public Hearing was closed, and the Board of Trustees meeting was reconvened at 7:28 pm with a role call as follows: Present: Doremus, Oberg and Reutzel. Absent: Roe and Keslar.

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17. YEAR END CERTIFICATION OF CITY STREET SUPERINTENDENT. It was explained that the State of Nebraska requires this as part of the requirements for the Highway Allocation funds. The Board then considered Resolution No. 21-12-16C:

RESOLUTION NO. 21-12-16A:

WHEREAS: State of Nebraska Statutes, sections 39-2302 and 39-2511 through 39-2515 details the requirements that must be met in order for a municipality to qualify for an annual Incentive Payment and

WHEREAS: The State of Nebraska Department of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31st of each year) the appointment of the City Street Superintendent(s) to the NDOT using the Year-End Certification of City Street Superintendent form; and

WHEREAS: The NDOT requires that each certification shall also include a copy of the documentation of the city street superintendent's appointment, i.e., meeting minutes showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number (if applicable), and Class of License (if applicable), and type of appointment, i.e. employed contract (consultant or interlocal agreement with another incorporated municipality and/or county) and the beginning date of the appointment; and

WHEREAS: The NDOT also requires that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

BE IT RESOLVED that the Village Board Chairperson of Shelton is hereby authorized to sign the attached Year-End Certification of City Street Superintendent completed form(s).

It was then moved by Trustee Doremus, with a second from Trustee Oberg to approve and adopt Resolution No. 21-12-16A as presented. Ayes: Oberg, Doremus and Reutzel. Absent: Roe and Keslar. Motion Carried.

18., 19., 20., 21. And 22. APPROVAL OF PAYMENTS TO CDS INSPECTIONS FOR HOUSING MANAGEMENT SERVICES, ROJAS CONSTRUCTION AND BATES CONSTRUCTION FOR WORK COMPLETED ON #SHEL-HR-08 PROJECT, TO SCEDD FOR WORK COMPLETED ON SHELTON OOR PROJECT AND APPROVAL OF REQUEST FOR NAHTF FUNDS. After discussion, it was moved Trustee Oberg, with a second from Trustee Reutzel to approve payments to CDS Inspections, Rojas Construction, Bates Construction, SCEDD and approve drawdown request. Ayes: Oberg, Doremus and Reutzel. Absent: Roe and Keslar. Motion Carried.

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

PUBLIC HEARING

It being of the hour of 7:30, Trustee Oberg, with a second from Trustee Doremus moved to adjourn the Board of Trustees meeting. Ayes: Oberg, Doremus and Reutzel. Absent: Roe and Keslar. Motion Carried. Trustee Doremus then called the Public Hearing to order explaining that the purpose of the Public Hearing to hear arguments for or against the TIF application of Matt Andrews for a development project north of Ayres Street. Village Attorney Truell explained the subdivision process which would also need to be done once the TIF project was approved. It was noted that the Planning Commission and the Community Development Authority had both recommended that the Board approve the project once the rezoning of the area was completed. Hearing no further comments from the public the Public Hearing was declared closed at 7:35 PM.

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Upon the arrival of Chairman Roe, the Board of Trustees meeting was called back to order at 8:20 PM.

6. CHAIRMAN APPOINTS STANDING COMMITTEES. Trustee Doremus 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 Oberg with the vote as follows: AYES: Roe, Reutzel, Oberg and Doremus. NAYS: None. ABSENT: Keslar. Motion Carried.

7. 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. 2026
Sharon Myers	Expires Dec. 2022

LIBRARY BOARD

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

Leanne Lacey	Expires Dec 2025
Brandon Quick	Expires Dec 2025
Linda VanOrsdall	Expires Dec 2022
Patty Wiehn	Expires Dec 2022
Janelle Gegg	Expires Dec 2023

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, 2023
Cindy Keslar	Expires Dec, 2023
Clark Plihal	Expires Dec, 2022
Dwight Walton	Expires Dec, 2022
Marlin Schroeder	Expires Dec, 2023
Trevor Reeder	Expires Dec, 2023
Kenzie Spellman	Expires Dec, 2024

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

Cindy Keslar	Expires December, 2022
Vacant	Expires December, 2024
Vacant	Expires December, 2024
Vacant	Expires December, 2022
Vacant	Expires December, 2023

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

8. CHAIRMAN DECLARES VACANCIES. Chairman Roe then declared one vacancy on the Board of Park Commissioners and four vacancies 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. CHAIRMAN DESIGNATES BANK DEPOSITORIES FOR THE VILLAGE. Chairman Roe then designated Cornerstone Bank and Union Bank and Trust dba NFIT (Nebraska Financial Investment Trust) as depositories for the Village. (Approving 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.)

13. REVISION OF THE CURRENT AND FUTURE LAND USE MAPS. Chairman Roe indicated it was now time to consider Ordinance No 848. 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. 848 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 Village Clerk to call the roll and the following was recorded as the vote on this motion: AYES: Roe, Oberg, Doremus and Reutzel. NAYS: None. ABSENT: Keslar. 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. 848 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 Village Clerk to call roll and the following was the vote on this motion: AYES: Roe, Oberg, Doremus and Reutzel. NAYS: None. ABSENT: Keslar. Whereupon, the Chairman declared the Motion Carried.

Following the reading of Ordinance No. 848 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. 848 and the following vote was recorded: AYES: Roe, Oberg, Doremus and Reutzel. NAYS: None. ABSENT: Keslar. Whereupon, the Chairman declared that four members of the Board having voted in the affirmative for the

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passage and approval of Ordinance No. 848 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 Doremus that said Ordinance No. 848 be published in pamphlet form. AYES: Roe, Oberg, Doremus and Reutzel. NAYS: None. ABSENT: Keslar. Motion Carried.

14. APPROVAL OF TIF APPLICATION. After a review of the application from Matt Andrews Construction and recommendations from the Planning Commission and the CDA, it was moved by Trustee Doremus to approve the application. This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Oberg, Doremus and Reutzel. NAYS: None. ABSENT: Keslar. Motion Carried.

24. ADJOURNMENT. All agenda items having been considered, Trustee Doremus with a second from Trustee Oberg moved to adjourn the meeting. AYES: Roe, Doremus, Reutzel and Oberg. NAYS: None. ABSENT: Keslar. 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 16, 2021 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 9, 2021 and posted by Assistant Clerk/Treasurer Lisa Smith on December 8, 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 20th day of December, 2021.

BONNIE DOREMUS, MMC
VILLAGE CLERK