

MINUTE RECORD

REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
DECEMBER 14, 2023 7:00 PM

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 14, 2023.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on December 7, 2023, and by posting at 10:30 am on December 11, 2023 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. & 3. CALL MEETING TO ORDER AND ROLL CALL In the absent of Chairman Roe, Vice Chairman Keslar 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 Keslar, Oberg, Leibfarth, and Anderson. Absent: Roe.

12. CONSENT AGENDA. It was then moved by Trustee Anderson to approve the consent agenda which included: A) Waive reading and approve minutes of the regular meeting of November 9, 2023; and B) Accept Financial. This received a second from Trustee Oberg with the vote as follows: AYES: Keslar, Oberg, Leibfarth and Anderson. NAYS: None. ABSENT: Roe. Motion Carried.

CHARIMAN ROE ARRIVED AT 7:05 PM.

13. AUDIT ENGAGEMENT LETTER WITH DANA F. COLE & CO. After discussion, Chairman Roe indicated it was time to consider Resolution No. 23-12-14.

RESOLUTION NO. 23-12-14:

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 Dana F. Cole & Co. LLP of Grand Island for the audit for the 2022/2023 fiscal year in the form presented to this Governing Body be, and the same hereby 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.

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It was then moved by Trustee Keslar, with a second from Trustee Oberg to approve and adopt Resolution No. 23-12-14 as presented. AYES: Roe, Keslar, Oberg, Leibfarth and Anderson. NAYS: None. ABSENT: None. Motion Carried.

14. REPORTS: Written and verbal reports were received from the Attorney, Administrative Clerk, Utility Superintendent and Library.

15. POOL COMMITTEE UPDATE. Lexie Wiseman and Kay Johnson, representing the Community Pool Committee, spoke to the Board and recapped some of the thoughts which came from the Public Information meeting. In the end, it was their recommendation to pursue the option of building a new pool and bathhouse in the alternate location east of the present pool. The Engineers' Study will be presented at the January meeting where the Board will be presented with all the options.

16. ATV REGULATIONS/APPLICATIONS TO RIDE WITHIN MUNICIPALITY. After discussing the current regulations of the neighboring towns, it was decided to review a few more municipalities. It was then moved by Trustee Oberg to postpone any action to the January regular meeting. This received a second from Trustee Keslar with the vote as follows: AYES: Roe, Keslar, Oberg, Leibfarth and Anderson. NAYS: None. ABSENT: None. Motion Carried.

17. BUILDING/ZONING INSPECTIONS. A response had been received from the Hall County Building Department regarding our request for contracting their building/zoning inspections. At this time, they decided it was not a good time to expand so we will continue to look for alternatives to building inspections.

18. PURCHASE OF A NEW TRASH PUMP. After discussion, Chairman Roe indicated it was time to consider Resolution No. 23-12-14A.

RESOLUTION NO. 23-12-14A:

WHEREAS, the Governing Body of the Village of Shelton, Nebraska has determined that the purchase of certain equipment is necessary and essential to the efficient and proper operation of the Village.

WHEREAS, after investigation of the facts and discussion of the alternatives, the Governing Body has decided to purchase the necessary equipment:

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

SECTION 1. That the Village of Shelton, Nebraska shall immediately acquire, for the purchase price not to exceed \$ 2,124 (plus shipping), one Trash pump from Iowa Pump Works of Ankeny, IA.

SECTION 2. That the Chairman, Utility Superintendent and Administrative Clerk hereby are authorized, and directed to acquire the aforementioned equipment for and on behalf of, and in the name of the Village of Shelton, Nebraska, and to execute such documents, orders, and contracts in the name of the Village of Shelton, Nebraska, as may be necessary, proper, or convenient to undertake and complete such purchase.

It was then moved by Trustee Oberg, with a second from Trustee Anderson to approve and adopt Resolution No. 23-12-14A as presented. AYES: Roe, Keslar, Oberg, Leibfarth and Anderson. NAYS: None. ABSENT: None. Motion Carried.

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19. PROPERTY AT 204 COADY STREET. An inspection report which had been requested of the owner of the property was reviewed by the board. After discussion, it was moved by Trustee Keslar to have the property owners proceed in accordance with the requirements of the inspection and provide a final inspection upon completion. This received a second from Trustee Anderson with the vote as follows: AYES: Roe, Keslar, Oberg, Leibfarth and Anderson. NAYS: None. ABSENT: None. Motion Carried.

20. PROPERTY AT 314 FIRST STREET. It was reported that the property was still in probate so the Attorney will check to see why the mowing bills had not yet been paid.

21. CHARTER FRANCHISE RENEWAL. Village Clerk Doremus shared a letter with the board which had been received. Our Franchise Agreement with Charter runs out in September 2026 and we should begin to think of how we were to renew it. Village Attorney Truell will look at the agreement and will respond to Charter.

22. AYRES STREET. There was nothing new to report here other than the Insurance for Diamond had requested documents from our engineers, Miller & Associates relating to the damage.

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

4. BOARD ELECTS A CHAIRMAN OF BOARD OF TRUSTEES. Trustee Keslar nominated Trustee Roe for the Chairperson position. This received a second from Trustee Oberg with the vote as follows: AYES: Oberg, Keslar, Leibfarth and Anderson. NAYS: None. ABSENT: None. 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 BOARD OF TRUSTEES. Trustee Roe then nominated Trustee Keslar as Vice-Chairman of the Board of Trustees. This received a second from Trustee Leibfarth with the vote as follows: AYES: Roe, Oberg, Leibfarth and Anderson. NAYS: None. ABSENT: None. ABSTAINED: Keslar. Motion Carried. It was then declared that Cliff Keslar would serve as Vice-Chairman of the Board of Trustees.

6. CHAIRMAN NOMINATES CANDIDATES FOR APPOINTED OFFICES FOR BOARD APPROVAL AND APPOINTS STANDING COMMITTEES. Chairman Roe appointed the following for the offices of the Village:

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

Village Engineer – Miller & Associates, Consulting Engineers

Emergency Management Director – Fire Chief Taryn Hawks

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It was then moved by Trustee Leibfarth to approve these appointments. This received a second from Trustee Anderson with the vote as follows: Ayes: Roe, Oberg, Anderson, Leibfarth and Keslar. Nays: None. Absent: None. Motion Carried.

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

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

It was then moved by Trustee Anderson to approve these appointments. This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Oberg, Keslar, Leibfarth and Anderson. NAYS: None. ABSENT: None. Motion Carried.

7. ELIMINATING BOARD OF PARK COMMISSIONERS. Village Clerk Doremus reported that it was not required to have this board and currently we had not been using them the way the statues direct. She had checked with the current members of the board and they indicated they had not met for a long time and had no problems with the elimination of the board. After discussion, it was moved by Trustee Oberg, with a second from Trustee Anderson to eliminate the Board of Park Commissioners.

8. CHAIRMAN NOMINATES AND REAFFIRMS APPOINTIVE BOARDS, COMMISSIONS AND TERMS FOR BOARD APPROVAL. Chairman Roe then 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. 2028
Vicki Lewis	Expires Dec. 2024
Tony Crouse	Expires Dec. 2025
Lisa Smith	Expires Dec. 2026
Sharon Myers	Expires Dec. 2027

LIBRARY BOARD

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

Leanne Lacey	Expires Dec. 2025
Debra Remter	Expires Dec. 2025
Linda VanOrsdall	Expires Dec. 2026
Patty Wiehn	Expires Dec. 2026
Janelle Gegg	Expires Dec. 2027

PLANNING COMMISSION

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

Phil Brandt	Expires	Dec. 2024
Cindy Keslar	Expires	Dec. 2024
Vacant	Expires	Dec. 2025
Dwight Walton	Expires	Dec. 2025
Marlin Schroeder	Expires	Dec. 2026
Vacant	Expires	Dec. 2026
Kensie Spellman	Expires	Dec. 2024

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

Cindy Keslar	Expires December 2024
Philip Brandt	Expires December 2024
Vacant	Expires December 2025
Vacant	Expires December 2025
Vacant	Expires December 2026

9. CHAIRMAN DECLARES VACANCIES. Chairman Roe then declared the following vacancies: two on the Planning Commission and three 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/INVESTMENT 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.

24. ADJOURNMENT. All agenda items having been considered, Trustee Keslar, with a second from Trustee Anderson, moved to adjourn the meeting. Ayes: Roe, Oberg, Anderson, Leibfarth and Keslar. Nays: None. Absent: None. Motion Carried. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 7:48 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 14, 2023 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 posted by Assistant Clerk Smith on December 11, 2023 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 19th day of December, 2023.

BONNIE DOREMUS, MMC
VILLAGE CLERK